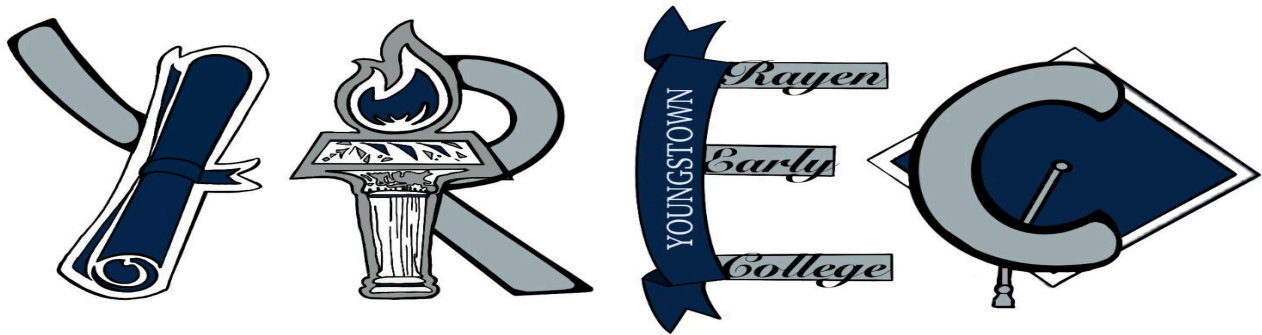




Scholar & Parent Handbook 2023-2024

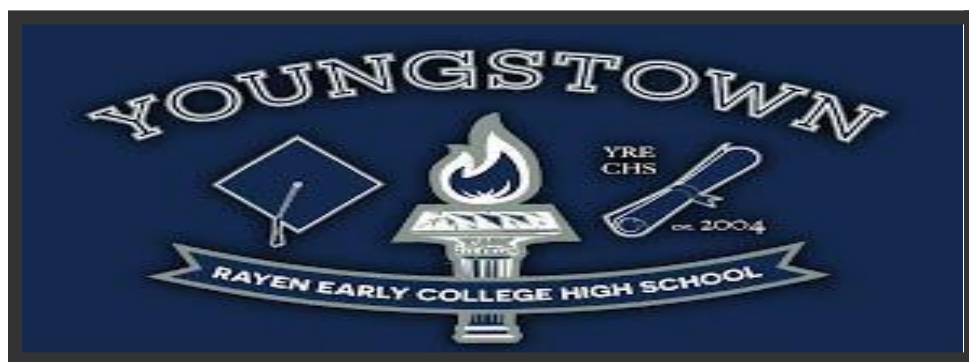


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THE PURPOSE AND HEARTBEAT OF



EARLY COLLEGE

The Youngstown Rayen Early College program is an academic advancement program that brings to life the idea that intellectual challenge and academic rigor, along with the opportunity to save time and tuition dollars are a powerful way to motivate students to work hard and succeed in a supportive environment. This is accomplished in a design where scholars are able to complete a minimum of 30 college semester hours or a maximum of 60 college semester hours which can result in a scholar simultaneously earning a high school diploma and AA degree upon high school graduation.

YREC'S MISSION STATEMENT

To prepare and develop college and career ready students in a rigorous, yet, supportive environment that embraces acceleration, increases academic skills and personal development, and promotes college enrollment and degree completion in order to become impactful citizens of our community.

Youngstown City School District

OUR MISSION

In an environment of high expectations, high support and no excuses, the staff of the Youngstown City School District will take the attitude to continually learn, lead and collaborate while using data to support each scholar in our district.

Our goal is to provide a culturally responsive, safe and positive school learning environment to enhance, empower and promote the value of learning for our scholars. Families and the Youngstown community are active participants in the educational process.

OUR VISION

The YCSD will be a source of pride for the entire Mahoning Valley, with its buildings functioning as hubs of academic and community activities throughout the year. Employing state-of-the-art technology, research-based educational practices, and partnerships with parents and the community, all learners will meet and surpass state standards, and the YCSD will be a model of success as an academic and community resource.



YREC's C.A.R.E.S. Values

Commitment

Accountability

Resiliency
& Respect

Empathy

Success

Dear YREC Beautiful and Brilliant Scholar,

Welcome back to another inspiring year at Youngstown Rayen Early College High School. It is with great excitement and anticipation that we begin the 2023-2024 school year. We hope you had a restful summer break filled with joyful moments and meaningful experiences. As we come together once again, we look forward to the incredible learning, growth, and achievements that await us.

To our returning scholars, we are thrilled to have you back on campus. Your dedication to your education and your commitment to excellence continue to inspire us. Your hard work and perseverance are a testament to your resilience, and we are confident that this year will be marked by even greater accomplishments.

To our new scholars, we extend a heartfelt welcome to our school community. We are excited to have you join us and embark on this transformative educational journey together. You bring fresh perspectives, unique talents, and boundless potential that will enrich our school community.

As we begin the new school year, I want to take a moment to emphasize our shared commitment to academic excellence, personal growth, and character development. Our school is more than just a place of learning—it is a place where scholars are encouraged to explore their passions, pursue their dreams, and develop the skills necessary for success in college, careers, and life.

Our exceptional team of educators is dedicated to providing a safe, inclusive, and nurturing environment where scholars can thrive. We will continue to challenge and inspire each scholar to reach their full potential. With a rigorous curriculum, engaging instructional strategies, and a focus on critical thinking

and problem-solving, we aim to equip our scholars with the knowledge, skills, and mindset needed for a rapidly changing world.

In addition to academic pursuits, we encourage you to explore your interests and passions through extracurricular activities, clubs, and community service opportunities. These experiences will enable you to develop leadership skills, build meaningful connections, and cultivate a sense of social responsibility. We are committed to offering a well-rounded education that prepares our scholars for the challenges and opportunities that lie ahead.

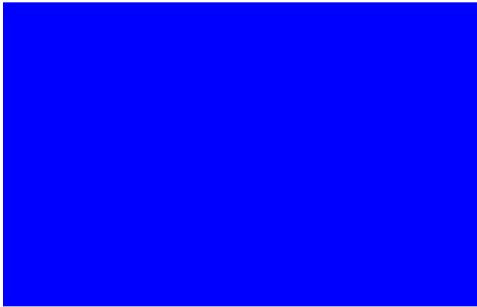
Scholars, I challenge you to embrace the year ahead with enthusiasm, curiosity, and a growth mindset. Dare to dream big, set ambitious goals, and believe in your abilities to overcome any obstacles that may come your way. Remember that each day is an opportunity for growth and progress.

Together, let us make the 2023-2024 school year one of excellence, growth, and shared success. On behalf of the entire faculty and staff, I extend a warm welcome back to all our scholars and their families. Let us embark on this journey together, with enthusiasm and a shared commitment to empowering the next generation of leaders and learners.

Wishing you all a fantastic start to the school year!

Sincerely,

Principal Jones



Dear Parents/Guardians:

Welcome back to another inspiring year at Youngstown Rayen Early College. It is with great excitement and anticipation that we begin the 2023-2024 school year. We hope you had a restful summer break filled with joyful moments and meaningful experiences. As we come together once again, we look forward to the incredible learning, growth, and achievements that await us.

As we begin the new school year, I want to take a moment to emphasize our shared commitment to academic excellence, personal growth, and character development. Our school is more than just a place of learning—it is a place where scholars are encouraged to explore their passions, pursue their dreams, and develop the skills necessary for success in college, careers, and life.

Our exceptional team of educators is dedicated to providing a safe, inclusive, and nurturing environment where scholars can thrive. We will continue to challenge and inspire each scholar to reach their full potential. With a rigorous curriculum, engaging instructional strategies, and a focus on critical thinking and problem-solving, we aim to equip our scholars with the knowledge, skills, and mindset needed for a rapidly changing world.

We believe that education is a partnership between the school, scholars, and parents. We value your involvement and support, as your active participation is crucial to your child's success. We invite you to stay connected with us, attend parent-teacher conferences, and engage in the various activities and events we have planned throughout the year. Together, we can create a nurturing and empowering environment that fosters academic achievement and personal growth.

Parents, I express my gratitude for entrusting us with the education of your children. We take this responsibility seriously and are committed to providing them with an exceptional educational experience. We value your partnership and are always here to address any questions or concerns you may have.

Together, let us make the 2023-2024 school year one of excellence, growth, and shared success. On behalf of the entire faculty and staff, I extend a warm welcome back to all our scholars and their families. Let us embark on this journey together, with enthusiasm and a shared commitment to empowering the next generation of leaders and learners.

Wishing you all a fantastic start to the school year!

Wishing you all a fantastic start to the school year!

Sincerely,

Principal Jones



YREC Admissions Process & Guidelines

II-A: Admissions Criteria & Process

YRECHS is an application based program. Students must complete all the application steps and submit a complete application by the deadline to be considered. Scholars applying to attend YRECHS may be current Youngstown City School District (YCSD) or scholars from outside of the district intending to apply for open enrollment to YCSD. For those pursuing the open enrollment path, you will need to contact the administrative assistant at YRECHS in order to obtain information regarding the open enrollment process.

Also, scholar applicants should be current eighth graders who will be freshmen during the upcoming _____ school year. All applicants will be evaluated using a detailed rubric (see Appendix ____) to determine final approval and acceptance into Youngstown Rayen Early College. Before scholars can be accepted to YRECHS, they will need to complete the Three-Phase Process for admission consisting of **submission of required documents, an interview process, and completion of a Summer Bridge**. The detailed criteria and three-phase process are explained further in this section.

II-A.1: PHASE 1 PROCESS: Submission of Required Documents

The documents listed below must be submitted to YRECHS in order for a scholar to be a qualifying applicant. If **ALL** documents are not submitted by the designated deadline posted on the YRECHS website and on the application, the scholar will not be considered. The documents listed below must be submitted. Please make sure that these documents are sent to YRECHS because pertinent information will be obtained from the documents in order to determine advancement of the applicant to Phase 2 of the admissions process. YRECHS staff will not be responsible for tracking and obtaining these documents. Instead, it is the responsibility of the scholar to ensure all documentation is sent on time. Please refer to the required documents listed below.

- Completion of the YREC application
- 7th and 8th grade transcripts and/or report cards reflecting grades and overall G.P.A. for the school year
- 7th and 8th discipline records
- 7th and 8th attendance records
- 2 Teacher Recommendations
- 7th and 8th grade Ohio state reading and math assessment results
- Most recent reading and math NWEA scores
- Multi-paragraph Essay Response

Scholars interested in attending YRECHS should begin by completing the 2022-2023 YREC Application located at the [YRECHS website](#) under the ***Quick Links*** section. All sections of the application must be completed and **submitted by the deadline date designated** on the application. Applications submitted after the designated deadline will not be reviewed. The application should be completed by the scholar with the assistance of a parent/guardian since some information on the application will require responses from a parent/guardian.

Scholars must also take the initiative and speak with various staff members at their current staff in order to obtain and have sent to YREC the following documents below. Guidance counselors and/or administrative assistants will be able to assist with the obtainment of the documents.

Guidance Counselor or Administrative Assistant

- 7th & 8th grade attendance records
- 7th & 8th grade discipline records
- 7th & 8th grade transcripts and/or report cards reflecting grades and overall G.P.A. for each year
- 7th & 8th grade Ohio state assessment results for reading and math
- Most recent reading and math NWEA scores

Scholars will also need to seek out two teacher recommendations from two of their content area teachers. The recommendations must be completed by the deadline designated on the YRECHS application. Recommendations can be accessed at the YRECHS website **and then uploaded from there.**

Content Area Teachers

- 2 teacher recommendations
- Recommendations must be completed using the **YRECHS Teacher Recommendation Form**, which can be found at the YRECHS website under the ***Quick Links*** section.
- Recommendation forms should be submitted online and should be submitted by the designated deadline date on the YRECHS application.

Scholar

- Scholar must respond to an essay prompt and submit a copy of the essay via email to monica.jones@youngstown.k12.oh.us
- The essay must be submitted by the application deadline date
- The essay should:
 - appropriately respond to the prompt
 - be constructed following MLA format and guidelines
 - be typed
 - be double spaced
 - have a header with the scholar's name, current school, grade, and date submitted
 - have a title for the essay
 - be a multi-paragraph response to the prompt consisting of an introduction, at least three body paragraphs, and a conclusion.

II-A.2: PHASE 2 PROCESS: Scholar Interview

Once the scholar has submitted **ALL** required documents, the Applicant Review Team will review the scholar application in addition to all other documentation. If a scholar meets the required score per the rubric, s/he will receive an invitation either via email or letter correspondence for a scheduled interview (via phone, face-to-face, or zoom). The brief interview will be conducted by a YRECHS staff member who will pose a number of questions to the scholar and documenting his/her response.

After the interviewee responds to all of the questions, the interviewer will also speak to the parent/guardian in order to ask the individual a number of select questions reflective of the candidate's motivation to pursue YRECHS and the supports that will be provided at home. Once the

interview is completed, the interviewer will review the scholar responses and complete an interview rubric in order to rate the quality of the interview. If a scholar does not complete the interview after multiple attempts (at least 2 attempts) have been to make contact, the scholar will automatically be disqualified as a possible candidate to YRECHS.

- Interviews will be conducted on _____.
- Scholars will be notified of their interview time via email or letter correspondence
- Interviews will be brief and last about 30 minutes
- Interview questions will be posed to both scholars and the parent/guardian
- After the interview, interviewers will complete a rubric rating the quality of the interview with the interviewee, which will be applied toward the overall rubric

II-A.3: PHASE 3 PROCESS: SUMMER BRIDGE COMPLETION

Scholars who have made it to phase three of the YRECHS admissions process have successfully fulfilled the documentation requirements in Phase 1 and the interview process in Phase 2.

These candidates will now have to complete Phase 3 of the admissions process, which consists of the completion of a three-week Summer Bridge Program during the month of June. Scholars will attend Summer Bridge five days a week following a regular school day schedule. The school day schedule will consist of scholars participating in various content area courses as well as elective courses both at YRECHS and at YSU. Team building activities and a field day will also be incorporated into the three-week Summer Bridge Program.

The scholar's academic performance, attendance, and behavior will all be factors that will be taken into consideration during this final phase of the scholar selection process. Scholars who demonstrate poor academic performance, chronic attendance issues, and inappropriate behavior jeopardize their chance of being accepted to attend YRECHS.

II-B: Final Acceptance to YRECHS

If a scholar has successfully fulfilled the Three-phase admissions process and receives a final score ranging between _____ and _____, then, the scholar will be accepted into YRECHS. As a result, the scholar will receive a letter of acceptance to YRECHS approximately two weeks after the Summer Bridge Program is completed. If a scholar has not met the required score and did not successfully fulfill the requirements of the Three-phase admissions process, the scholar will receive a letter of non-acceptance explaining the reasons behind not being accepted into YRECHS.



YREC Academic Guidelines and Policies

Family and Scholar Commitment for YRECHS

For incoming 9th and 10th grade scholars, this commitment is completed during the online application process.

For returning 10th-12th grade scholars, this commitment will be completed online during orientation week and the first weeks of school. Online signatures are required.

YREC Academic Success Contracts

These grade level contracts are tools to monitor benchmarks and expectations while completing a four year academic pathway to college. All 9th and 10th grade scholars will review and complete with assigned academic coaches during the first weeks of school.

YREC Ninth & Tenth Grade Success Contract

This contract is in place to ensure the minimum expectations are met by all incoming 9th and 10th graders attending YREC. Each scholar will be assessed and monitored in the following benchmarks for completion of 9th and 10th grade. Meeting or exceeding these benchmarks will determine a scholar's readiness for their 11th and 12th grade YSU campus experience. **THESE ARE NOT OPTIONAL! These benchmarks will be monitored at the end of every grading period during the scholar's CARES meeting with the administrator and/or guidance counselor.**

1. **Attendance:** Scholars must maintain an **overall 96%** attendance percentage.
2. **Grade Point Average:** Scholars must maintain a **minimum of a 2.50 GPA or higher** on a 4.00 grade point scale.
3. **Behavior Referrals:** Scholars may not have any referrals regarding behavior when considered for taking college courses on campus. **A scholar choosing to fight for any reason will result in an immediate transition from Youngstown Rayen Early College High School.**
4. **Dual Credit Classes/GPA:** **Scholars must earn a minimum of a 3.0 GPA** on a 4.0 grade point scale for all dual credit classes. Dual credit classes mean the scholar is earning both high school and college credit for the course. (i.e., YSU Physical Education, YSU Health, YSU Physical Geography, YSU American Dreams, YSU American Government, YSU Meditation). (Also applies to Fast Track

scholars).

5. **YSU Academic Standing:** Scholars must maintain **Good Standing** with YSU courses. (Also applies to Fast Track scholars).
6. **Complete 30 hrs of Community Service.** 15 hrs-9th gr, 15 hrs-10th gr
7. **Homework:** Scholars are expected to turn in completed homework by the assigned due date in class. Overall, a student **must maintain a 95% homework completion rate to be considered for 11th and 12th grade registration.**
8. **Seminar Course:** Scholars will have interactive activities, class discussions, presentations, and projects geared to assist students in utilizing tools and strengthening college ready and life skills for YREC success. Scholars must successfully pass this course with a **minimum of 90% grade percentage. (If scheduled for the upcoming semester).**
9. **Coaching Support/Advisement:** If a scholar is assigned a coach, scholars must meet with their coach **at least 95%** of scheduled meeting times.
10. **Meet or Exceed NWEA Benchmark:** Scholars have met personal RIT score, Met the school and district RIT benchmark, has shown significant growth.
11. **Met and exceeded AIR Benchmarks:** Scholars have earned at least 3 (proficient) or higher on AIR exams; ELA 1, ELA 2, ALG 1, GEO, BIO, Amer History.

Signatures bear witness that the expectations are clear amongst the student, parent/guardian and school.



Scholar Name

(Printed)

Scholar Signature

YREC 11th & 12th Grade Success Contract

This contract is in effect for the purpose of acknowledgement regarding the understanding of YREC expectations for all 11th and 12th grade scholars. Each scholar will be assessed and monitored in the following benchmarks for completion of 11th and 12th grade. Meeting or exceeding these benchmarks will determine a scholar's readiness for YSU/YREC Graduation and Post-Secondary. **THESE ARE NOT OPTIONAL!**

These benchmarks will be monitored before YSU registration and at the end of fall/spring

semester with the Academic Coordinators

1. **Attendance**: Scholars must maintain an **overall 93%** attendance rate in semester courses.
2. **Grade Point Average**: Scholars must maintain a **minimum of a “C” or better in all**
3. **academic courses (2.00 GPA)**.
4. **Behavior Referrals**: Scholars may not have any referrals regarding behavior when considered for taking college courses on campus. **A scholar choosing to fight for any reason will result in an immediate transition from Youngstown Rayen Early College High School.**
5. **Fail or Withdrawn**: Scholars must understand that any YSU class **failed** or **withdrawn** will be billed directly to me. I understand that I am responsible for **50%** of the cost of the course before the scholar can participate in high school and/or college graduation

Notification of Tuition Reimbursement for Withdrawn Courses		
First-Second Week	Owe 0%	Maximum percent refund during the first week of semester <u>or</u> 6.67% of class attended
Third Week	Owe 50%	50 percent refund during the third week of semester <u>or</u> 20% of class attended

6. **YSU Academic Standing**: Scholars must maintain **Good Standing** with YSU courses. .
7. **Complete 60 hrs of Community Service**. **30 hrs**-11th gr, **30 hrs**-12th gr
8. **Associate Degree**: Scholars are expected to pursue an Associate Degree (terminal or as a pathway to a Bachelor Degree).
9. **Seminar Course**: Scholars will have interactive activities, class discussions, presentations, and projects geared to assist students in utilizing tools and strengthening college ready and life skills for YREC success. Scholars must successfully pass this course with a **minimum of 90% grade percentage. (If scheduled for the upcoming semester)**.
10. **Coaching Support/Advisement**: If a scholar is assigned a coach, scholars must meet with their coach **at least 93%** of scheduled meeting times.
11. **ACT/SAT**: Scholars will take the **ACT/SAT** exam to meet college placement requirements.
12. **Met and exceeded AIR Benchmarks**: Scholars have earned at least 3 (proficient) or higher on AIR exams; ELA 1, ELA 2, ALG 1, GEO, BIO, Amer History.

Signatures bear witness that the expectations are clear amongst the student, parent/guardian and school.

		Scholar Name
(Printed)	Scholar Signature	
Parent/Guardian Name (Printed)	Parent/Guardian Signature	
School Administration Signature	Date	

Youngstown Rayen Early College Scholar Academic Expectations

YREC scholars must commit to fulfilling a four year course of study in which they earn a high school diploma and associate's degree. In order to reach these outcomes, our scholars must FULLY participate in every aspect of the Early College Design.

As YREC scholars of both Youngstown Rayen Early College, Youngstown City Schools and Youngstown State University, our scholars MUST conduct themselves in an accountable, respectful, responsible and mature manner consistent with school expectations;

Scholar Expectations

- Achieve in school with being COLLEGE and CAREER focused.
- To attend school regularly, on time, prepared to learn to the best of their ability.
- To respect the the rights of others
- To respect the property of others, including school property.
- To follow the REASONABLE requests, instructions and directions of school personnel.
- Make education a high priority in your life, including positive participation in class and school activities, and working to achieve your potential.
- Take responsibility for your own learning, behavior, and success.
- Be an active participant in your own learning.
- Demonstrate the ability to make mature and responsible decisions.
- Be proud of your intelligence!

- Access and utilize our support structure for your success.
- To abide by school policies and regulations.
- To communicate ideas for improvement of the school through scholar representative and appropriate.
- Ask questions and advocate for your own success.

Classroom Expectations

- Attend all of your classes every day. Excessive absences may lead to failing grades and possible removal from the school. Absences are not an option in a college or college prep program.
- Arrive on time to all classes! It is your responsibility to be aware of the time.
- Keep a daily written record of all assignments and due dates in a planner.
- Bring all materials to school every day, including a BINDER, paper, books, pens, pencils, calculator, and any special materials required.
- Complete, in depth, all in-class and homework assignments in a responsible, timely manner.
- Do your own work. It is unacceptable to plagiarize from another student or source, or to give or receive information during a test.
- If you have questions regarding any class, or need more help on an assignment, SCHEDULE AN APPOINTMENT WITH YOUR TEACHER, COACH and/OR PRINCIPAL.
- PARTICIPATE IN CLASS. You will learn more and class will be more interesting.

Homework

- Treat homework as a priority in your daily schedule!
- Complete your assigned homework and spend AT LEAST TWO HOURS each night studying, reviewing, and researching.
- CHALLENGE YOURSELF! Complete and review your notes every night. Summarize daily lessons; read ahead; look up information on your own.
- Have a quiet, well-lit place at home to study.

Missed Work

- It is the student's responsibility to obtain all missed notes and assignments from another student during the time of absence. Teachers maintain websites with assignments posted. Do not wait until you return.
- Missed tests are made up by scheduling an alternative date so consult with the instructor.
- It is the responsibility of the student to confer with the instructor regarding status in the class.

Behavior Expectation

- Show respect and courtesy to everyone on campus: high school and college students, faculty, parents, guests, police officers, etc.

- Inappropriate behavior in the classroom may result in a student being asked to leave the classroom. If this happens, report IMMEDIATELY, without argument, to the office. You will always have an opportunity to explain your position, but you do not have the right to disrupt class.
- Behavior resulting in suspension from YREC will result in suspension from YSU as well. Suspended students will not be permitted to attend college classes or high school classes. Students on suspension must remain off campus during the entire suspension period.
- Handle differences in a peaceful manner. See the YREC counselor for assistance.
- Use unscheduled time productively.
- Treat all campus facilities and equipment in a manner that shows respect.
- Prolonged hugging, kissing, and other public displays of affection are not appropriate at school. Holding hands is considered an appropriate display of affection.
- YREC IS AN ALCOHOL, DRUG, AND TOBACCO FREE SCHOOL



Additional Academic Expectation

Returning to Home School

Scholars must have a minimum GPA 2.0 or higher to remain at Youngstown Rayen Early College. Therefore, it is important that students take their classes seriously.

Scholars who are not successful in their courses at YREC or YSU may be returned to their home school. It is important for all of our students to graduate from high school on time, in four years. Classes failed at YREC will not be offered for students to make up and put a student at risk of falling behind and not graduating on time. **Students may be returned to their home school for any of the following reasons:**

- **Students on academic suspension from YSU who are unable to take classes**
- **Students who failed two or more core content classes during the school year and/or are behind on total credits required for graduation (previously retained at grade level)**
- **Students who fail one core content class and do not successfully make up that credit during summer school**
- **Students who indicate that they no longer wish to be at YREC either by directly telling us, or by directly failing to meet established expectations for student success including behavior.**



Academic Integrity

It is a shared responsibility of all stakeholders (Scholars, parents, staff) to follow expectations regarding academic integrity and honesty, and to be prepared to address and acknowledge violations of this honor code when it occurs.

Definition of Cheating:

Cheating is misleading an instructor in some way so as to receive or attempt to receive credit for work not originated by the student or work performed with unauthorized assistance.

Cheating includes, but is not limited to:

- copying from another student's examination, assignment, or other coursework with or without his/her permission;
- unauthorized collaboration that violates the teacher's established expectations;
- allowing another student to copy his/her work;
- having another person take an examination, write a paper, or complete an assignment;
 - using unauthorized "cheat sheets," notations on desk, clothing, self, or personal technology devices as "electronic cheat sheets";
- revealing/receiving examination content, questions, answers, or tips from another student or removing such information from the classroom after an examination through the use of notes, scratch paper, technology, verbal communication, etc.;
- using technology inappropriately to complete coursework or examinations;
- resubmitting substantially the same work that was produced for another assignment or course without authorization.

Definition of Plagiarism:

Plagiarism is the use of passages, materials, words or ideas that come from someone or something else, without properly naming the source.

Examples include, but are not limited to:

- copying someone's assignment;

- copying text or other materials from the Internet or other source without citing them;
- paraphrasing items from a book or article without citing them;
- using translation software to translate sentences or passages; or
- using the same sentence structure or thesis as another source without citing it.

Basically, if someone or something else has done the work (or a portion of it) for you, and you do not acknowledge it, you are being academically dishonest.

Consequences may include, but are not limited to, any appropriate combination of the following:

- a. Redo the assignment/exam;
- b. Reduced grade for the assignment/exam;
- c. Zero for the assignment/exam;
- d. Letter of apology;
- e. Student explains offense to parent;
- f. Teacher contacts parent;
- g. Referral to administration for ISS;
- h. Loss of recognition at academic award ceremonies;
- i. Loss of National Honor Society membership;
- or j Revocation or refusal of teacher college recommendations.

How do I, as a YREC Early College High School student, avoid cheating?

- 1. It's simple: ALWAYS, ALWAYS, ALWAYS do YOUR OWN work!
- 2. NEVER let someone copy any of your work from a test or an assignment.
- 3. NEVER share information about a test afterwards, no matter how much someone begs you to spill the beans!
- 4. Do not collaborate or "work together" on an assignment, project, or exam unless the teacher has given permission for collaboration.
- 5. If confronted by a peer to cheat or if tempted on your own to cheat, just remember your responsibility as a YREC scholar to uphold the Early College Expectations.
- 6. Use the power of technology responsibly.
- 7. Listen to your "gut instinct." If it doesn't feel right, it probably isn't. And finally, if you observe some of your peers cheating or you feel undo pressure from your peers to cheat, feel free to share this information, individually, with your teacher.



YREC Four Year Graduation Plan

YREC/YCSD Courses Required For Graduation

Subject Area and Credit Requirement Students must take and earn a state minimum of 20 credits in particular subject areas

Other Requirements

Students must receive instruction in economics and financial literacy (in high school) and complete at least two semesters of fine arts (during grades 7-12).

YREC 21-22 Four Academic Plan By Grade Level

Content	Courses	Credits
ENG	HS 1 (Pre AP), 2 (Pre AP), 3 (AP Literature), 4 (AP Language) College (Required for AA Degree)/Dual Credit YSU ENG 1550 YSU ENG 1551	4 Credits
Math	HS Alg 1, GEO, Alg 2, Pre Cal/Trig or YSU STATS College (Required for AA /DualCredit YSU STATS, College Alg (Must meet ACT Math benchmark-23)	4 Credits
SS	YSU American Dreams, Modern World, YSU American Gov,	3 Credits

Science	HS Physical Science, BIO, Chemistry, Physics College (Required for AA) YSU Environmental Science	4 Credits
Health	YSU Healthy Lifestyles (dual credit)	1/2
Foreign Language	Spanish 1, 2, 3 French (Spring 22)	3 Credits
PE	YSU Classes (dual credit)	1/2
Electives	African American History, Financial Literacy	2 Credits
		Total: 20

Earning a High School Diploma for the Classes of 2022 and Beyond

There is no one-size-fits-all way to graduate. Ohio gives you several ways to qualify for a high school diploma. Choose the way that works best for you!

To earn a high school diploma in Ohio, you must [complete the courses and requirements](#) and then choose a pathway to show that you are ready for college or a job. Your school counselor will give you more details about your options.

Complete Courses and Requirements

[Take and earn a state minimum of 20 credits](#) in specific subjects. You also must receive instruction in economics and financial literacy and complete at least two semesters of fine arts.

Meet one of the following options

OPTION 1

Satisfy one of the three original pathways to graduation that were in place when you entered high school. The pathways include:

1. [Ohio's State Tests](#) - Earn at least 18 points on seven end-of-course state tests. Each test score earns you up to five graduation points. You must have a minimum of four points in math, four points in English and six points across science and social studies.
2. [Industry credential and workforce readiness](#) - Earn a minimum of 12 points by receiving a State Board of Education-approved, industry-recognized credential or group of credentials in a single career field and earn the required score on WorkKeys, a

work-readiness test. The state of Ohio will pay one time for you to take the WorkKeys test.

3. [College and career readiness tests](#) - Earn remediation-free scores in mathematics and English language arts on either the ACT or SAT.

OPTION 2

Satisfy the new graduation requirements for the classes of 2023 and beyond by:

1. Demonstrating Competency - Students will demonstrate competency in the foundational areas of English language arts and mathematics or through alternative demonstrations, which include College Credit Plus, career-focused activities or military enlistment.

Course offerings are subject to sufficient enrollment; course offerings and descriptions are subject to change. High School course guide 2021-2022

Demonstrating Readiness - Students will demonstrate readiness for their post-high school paths by earning two seals that allow them to demonstrate important foundational and well-rounded academic and technical knowledge, professional skills, as well as develop key social and emotional compete



YREC Academic Daily Schedule & Procedures

Scheduling Y.R.E.C. Classes

The block schedule will limit course selections for 9th and 10th graders. Schedules will be established ahead of time focusing on graduation requirements and completing core content credits (Science, Social Studies, English and Math). Art may be the only elective offered in this schedule. Once the core academic requirements for high school graduation are completed, students will follow more intently a specific college course curriculum, with the ultimate objective to earn an Associate's Degree from YSU.

Class Schedule at a Glance

Student Arrival/Breakfast: 7:00 a.m. – 7:25a.m.
Jumpstart (Intervention/Enrichment) 7:30am-7:58am

Regular Day Schedule		2 hour Delay Schedule
Block 1 8:00—9:28 1A 8:00—8:46 1B 8:48—9:28		BLOCK 1 8:00—9:08 1A 8:00—8:36 1B 8:38—9:08
BLOCK 2 9:32—10:54 2A 9:32—10:12 2B 10:14—10:54		BLOCK 2 9:11—10:11 1A 9:11—9:40 2B 9:42—10:11
10 minute break 10:54-11:04		No Break on 2 hour delay
BLOCK 3 Lunch Block 3A 11:04 –11:41 3B 11:45—12:22 3C 12:26—1:03		BLOCK 3 LUNCH BLOCK 3A 10:14—10:59 (Must eat B-lunch) 3B 11:01—11:31 3C 11:32—12:07
BLOCK 4 1:107—2:30 4A 1:07—1:47 4B 1:50—2:30		BLOCK 4 12:10—1:15 4A 12:10 12:40 4B 12:43—1:15 <u>Note: Student who eat A-lunch must eat during B-lunch and split third block class A and C times</u>

Dismissal:

2:30 p.m.



Arrival Procedures

Students may not be dropped off at school prior to 7:00 a.m., as supervision will not be available.

Students may enter the building at 7:00 a.m. to eat breakfast, which is served to every child free of charge. Children who do not wish to eat breakfast may be dropped off for school at 7:15. **Students are considered to be tardy for school if reporting after 7:30 a.m., as that is the time instruction begins.**

Please remember that late arrivals can disrupt class and cause a loss of instructional time, but we understand that at times, this cannot be avoided. Once the student comes into school, he/she should see the teacher or classroom aide. It is important that you make your child's teacher aware that the student is on the way so that your child can be accounted for in the lunch count, transportation can be verified for going home, and in the event staff and/or students are out of the building.

Dismissal Procedures

From time to time, emergencies may arise causing you to have to pick up your child from school prior to regularly scheduled dismissal time. Should this happen, you **must** report to the main office and sign out your child prior to his/her release. **Be prepared to show proper identification.** Please do not make a habit of scheduling appointments during the school day, as this will negatively impact your child's education. Students will be dismissed at 2:30 p.m. (or earlier on early release days).

Please be prompt! If you are running late you must enter the front doors to the main office and pick up your child at the office. **No child will be released to any individual who is not listed on the authorized release form housed in the main office. We require proper identification at all times.**

Lunch Procedures

All students in the Youngstown City Schools will receive free lunch this year. If your child is coming to school late, please call the office at 330-744-8963 by **9:00 a.m.** to order him/her a lunch. **NO LUNCHES MAY BE ORDERED AFTER 9:00 a.m.** Should you miss the 9:00 a.m. deadline, please send a packed lunch with your child, as all lunches are prepared off site and delivered to the building. Please note that no student will go unfed for any reason.

There will be 3 lunch times that you student will be scheduled to attend:

Lunch 3A 10:58-11:38

Lunch 3B 11:41-12:21

Lunch 3C 12:24-1:04

Breakfast/Lunch

Breakfast is served and available in the building from 7:00 a.m.—7:25 a.m.. Students eat breakfast in the cafeteria. Therefore students may not eat at other campus food service locations (i.e. McDonald and Dunkin Donuts).

Ninth and Tenth grades will eat lunch at the YREC cafeteria according to their high school schedule. Students are expected to utilize time management and return to class on time. Ninth and Tenth graders may not eat lunch at other campus food service locations. Upper-class students (11th and 12th grades) will not have a specific lunch period; they will need to eat lunch during their breaks from Y.S.U. classes. Crissman Dining Hall or other campus food service locations are available for their lunch.

Attendance

Our goal at Y.R.E.C. is that all of our students will be in school and on time every day. Establishing good habits related to attendance will help support success in our program. **Students are expected to maintain a minimum of 96% attendance in the program.** Dropping below that attendance rate in any class, including Y.S.U. courses, may cause a student to forfeit their opportunity to schedule and take college classes. Consequently, if there is no improvement and the lack of response to interventions, a scholar may be at risk for returning to their home school. **JUNIORS AND SENIORS ARE REQUIRED TO FOLLOW ATTENDANCE EXPECTATIONS FOR HIGH SCHOOL AND COLLEGE.**

If your child is absent or going to be late, please call the Attendance Secretary, Diane Tabus in the school office at (330)744-7923 before 9:00 a.m. If the school does not hear from the parent/guardian, the Attendance Secretary is obligated to attempt to make contact with a parent/guardian to verify the absence. We will attempt to contact the parent by phone. If phone contact is unsuccessful, a District Attendance Intervention Specialist or parent advocate may visit the home.

Daily attendance at school is vital in helping a student achieve the maximum potential of his/her education. Irregular attendance often is a major indicator and contributing factor of poor achievement in school. The school cannot provide adequate instruction to a student who is not present in school on a consistent basis. Students are responsible for completing all assignments missed due to school approved absences and/or absences the school considers excused.

The Youngstown City School District adheres to state law attendance standards and considers the following factors to be reasonable excuses for time missed at school.

- Personal illness. An excuse from the physician may be required if deemed necessary.
- Illness in the family. This does not apply to students under the age of 14. Proof may be required to show that the student served as the primary caregiver for the ill family member.
- Quarantine of the home.
- Death in the family.
- Observance of a bona fide religious holiday.
- Out of state travel for participation in an enrichment activity or extracurricular activity approved by the school district/ESC. Such absence is excused up to a maximum of four days per school year
- Good cause that is acceptable to the school superintendent, who must approve at his or her discretion, the excusal of absences not otherwise covered in this section.

State Attendance Expectations

THE CHANGES ARE THE FOLLOWING:

- **ABSENCES ARE COUNTED IN HOURS NOT DAYS. ONE FULL SCHOOL DAY IS EQUAL TO SIX HOURS. ARRIVE AN HOUR LATE OR LEAVE AN HOUR EARLY IS EQUAL TO A ONE HOUR ABSENCE. REGULAR ATTENDANCE IS A LEGAL REQUIREMENT AT ALL GRADE LEVELS. STUDIES SHOW THAT REGULAR ATTENDANCE CORRELATES WITH SUCCESS IN SCHOOL REGULAR ATTENDANCE MEANS THAT LEARNING IS NOT INTERRUPTED, LESS TIME IS SPENT ON MAKE-UP ASSIGNMENTS, AND STUDENTS BENEFIT FROM IN CLASS LEARNING AND INTERACTING WITH OTHERS**
- **THE DEFINITIONS OF EXCESSIVE ABSENCES HAVE BEEN REVISED. THE NEW RULES FOR EXCESSIVE ABSENCES ARE THE FOLLOWING:**
- **THE DEFINITIONS OF EXCESSIVE ABSENCES HAVE BEEN REVISED. THE NEW RULES FOR EXCESSIVE ABSENCES ARE THE FOLLOWING:**
 - **38 OR MORE HOURS OF HOURS OF SCHOOL MISSED IN A MONTH**
 - **65 OR MORE HOURS OF HOURS OF SCHOOL MISSED IN A YEAR EXCESSIVE HOURS CAN BE EXCUSED OR UNEXCUSED**

ONCE THE HOURLY LIMIT IS MET A LETTER WILL BE SENT HOME TO PARENTS OR GUARDIANS. ANY AND ALL ADDITIONAL ABSENCES WILL REQUIRE A MEDICAL EXCUSE AND IF A MEDICAL IS NOT PROVIDED, HOURS ACCUMULATE TOWARDS HABITUALLY TRUANT.

- **THE DEFINITION GUIDELINES FOR HABITUALLY TRUANT ARE AS FOLLOWS:**
 - **30 UNEXCUSED CONSECUTIVE HOURS OF MISSED SCHOOL**
 - **42 OR MORE UNEXCUSED HOURS OF MISSED SCHOOL IN MONTH**
 - **72 OR MORE UNEXCUSED HOURS OF MISSED SCHOOL IN A YEAR**

ONCE THE HOURLY LIMIT IS EXCEEDED, A LETTER WILL BE SENT HOME TO PARENTS OR GUARDIANS AND AN ABSENCE INTERVENTION PLAN WILL BE IMPLEMENTED.

THE STATE OF OHIO REQUIRES AN ABSENCE INTERVENTION PLAN. THE TEAM CREATES AND IMPLEMENTS ABSENCE INTERVENTION PLANS TO IMPROVE OR INCREASE A STUDENT'S ATTENDANCE. IF SCHOOL ATTENDANCE DOES NOT IMPROVE OR INCREASE, THE SCHOOL DISTRICT'S TRUANCY OFFICER IS TO NOTIFY JUVENILE COURT AND TRUANCY CHARGES WILL BE FILED. CHARGES MAY BE FILED AGAINST THE GUARDIANS OR

THE STUDENT DEPENDING ON AGE OF THE STUDENT AND MANY OTHER FACTORS REGARDING THE STUDENT'S ABSENCES.

EXCUSED ABSENCES ARE ANY ABSENCES DUE TO A PERSONAL INJURY WITH A DOCTOR'S NOTICE, A DEATH A FAMILY MEMBER, A RELIGIOUS HOLIDAY, UP TO THREE DAYS FOR COLLEGE VISITS AND OTHER ABSENCES WITH APPROVAL OF THE SUPERINTENDENT.

Excused Absence

As often as possible, medical and dental appointments should be scheduled after school hours or on non-school days. Doctor/dentist appointments may be excused with proper documentation, but the hours absent will count toward the student's total hours absent.

Upon returning to school, a student must present his/her teacher with a note from the doctor, court, agency representative, or parent's note that must include:

- The student's name
- Reason for the absence
- Date(s) of the absence
- Signature of authorized person

The school reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

Leaving Early

If a student is being picked up early to leave school, he/she must bring in a note signed by the parent/guardian indicating the student to be picked up and the reason and time for the early dismissal. It should be given to the child's teacher as soon as he/she arrives at school. If the parent/guardian is unable to send the child to school with a note due to extenuating circumstances, the parent/guardian must telephone the school and provide the above-stated information. Attendance will be determined based on times provided by classroom teachers. Approved guardians must pick up and sign a release form in order to take a student out of school early. Time absent from school for early dismissal will count toward the student's total missed hours.

Tardiness

Tardiness is considered not being in the assigned classroom at the time the class period is scheduled to begin. Late arrivals disrupt class and cause a loss of instructional time. **Students are considered tardy after 7:30 am.** If a student arrives after the scheduled class time, he/she is considered tardy and such missed time shall be tracked and recorded by quarter hour increments. An accumulation of tardy time will result in unexcused absence hours (rounded to the nearest quarter hour) based on the District's Student Attendance Policy.

Consequences

School tardy- Attendance secretary notifies administration of any tardy after 4 per semester.

- **3 tardies = Choose appropriate restorative activities-Level 1 (Collaboration w/ Dean and/or Admin and ESA)**
- **5 tardies = Choose appropriate restorative activities-Level 1 (Collaboration w/ Dean and/or Admin and ESA)**
- **7 tardies = Choose appropriate restorative activities-Level 2 (Collaboration w/ Dean and/or Admin and ESA)**
- **8 tardies = Choose appropriate restorative activities-Level 2 (Collaboration w/ Dean and/or Admin and ESA)**
- **9+ tardies = Choose appropriate restorative activities-Level 3 (Collaboration w/ Dean and/or Admin and ESA)**

Skipping Classes

- **1 skip=Choose appropriate restorative activities-Level 1 (Collaboration w/ Dean and/or Admin and ESA)**
- **2 skips= Choose appropriate restorative activities-Level 1 (Collaboration w/ Dean and/or Admin and ESA)**
- **3 or more skips- Choose appropriate restorative activities-Level 2/3 (Collaboration w/ Dean and/or Admin and ESA)**

Restorative Strategies For Each Attendance/ Discipline Level (One or more can be taken by admin) **Level 1**

- **Teacher/Staff/Student Conference**
- **Parent/Guardian Conference**
- **Principal/Teacher/Staff/Student Conference**
- **Behavioral/Attendance Plan**
- **Am/Pm Detention**
- **Reflective Activity**
- **Peer/Adult Mentoring**
- **Referral to mediation, counselor, social worker, academic coach**
- **Individual/group intervention/programming (during school, after school)**

Level 2

- Level 1 Restorative strategies
- Principal/Teacher/Staff/Student Conference
- Referral to Multi-Tiered System of Supports (MTSS) process
- Community Service
- Attendance/Behavior Plan
- Loss of Privilege
- Individual/group counseling
- Detention

Level 3

- Level 1, 2 restorative strategies
- Parent Outreach
- Arrange for mental health/counseling services
- Alternative drug treatment program as an alternative to suspension
- Out of school suspension (up to 5 days)

The Attendance Secretary will maintain an attendance calendar recording all students who require detentions weekly. The Attendance Secretary will share the attendance calendar with administration. The assistant principal and utility administrator will monitor detentions and apply consequences appropriately.

Attendance secretary will notify administration during the weekly attendance meetings of students' assigned interventions and notify parents of the event.

School Supplies

The district will provide scholars with school supplies for the current school year. Families will be responsible for purchasing book bags this school year. School supplies will be distributed during Day 1 or 2 of school.

Snow Days

Please pay attention to local television and radio stations to find out if school is closed for reasons related to weather. When Youngstown Early College is closed it does not mean that Youngstown State University is closed. **If Y.R.E.C. is closed and Y.S.U. is still open, students who have Y.S.U. courses are expected to attend their Y.S.U. class.** Students taking Y.S.U. courses should refer to their professor's attendance policies and procedures listed on their class syllabus. You are required to communicate directly with your Y.S.U. professor concerning your attendance to their class.

Transportation

All bussing information is located on the district website.

- Go to ycsd.org
- Click on Dept
- Click on Transportation
- Click on e-link parent portal.
- Username (scholar first.scholar last name)
- Password (DOB- 01012014)
- You now have access to your bussing information.

Classroom Observation/Visitors

Every individual who enters the School must first report to the office to be given a visitor's badge. **No one** is permitted to go directly to a classroom. This is done in the interest of safety and courtesy. Should you wish to speak with your child's teacher, please leave a message at the office and your child's teacher will contact you to arrange for a time to meet with you.

Please enter the Wood Street entrance at the South side of the building and report to the Secretary, Ms. Hooten for announcement and a visitor pass before entering the academic area.

Concern or Problem Resolution

While every school strives for success with every child, there are occasions when parents want to communicate or discuss a specific concern or problem regarding their child. The most effective way for parents to address problems and concerns about the instructional program, extracurricular programs, and/or the conduct guidelines is by working with the individual(s) involved with their children. In most cases, situations that appear to be problematic are resolved after interaction between parents and staff members.

The classroom teacher, coach, or activity advisor should be contacted first to answer questions on issues about which there are problems or concerns. If a problem or concern remains unresolved, the building principal is the next person to contact.

Conferences

Regular parent/teacher conferences for all families are an essential building block of home - school communication. Conferences are a time for listening and sharing. They can reinforce the idea of working as a team. We encourage parents to attend conferences and become involved in their children's education.

Conferences are scheduled during 3:30 p.m.-9:00 p.m. on October 10th and February 13th. Parents may request special conferences in addition to the scheduled conferences. All parents are encouraged to visit our schools; we ask that all visitors to any building report first to the main office (see Visitors in this Handbook).

Community Service Hours

YRECHS believes that a true component of citizenship is demonstrated when individuals make an effort to positively impact their community. By fulfilling the required hours of service, students will be able to gain insight and empathy, acquire life and job skills and build a resume toward their college and career pathways.

Furthermore, service hours, student reflection of service hours, and letters of recommendation will make an impressive addition to their senior exit portfolio. Ultimately, these experiences will build lasting memories inspiring a commitment to their community which, hopefully, one day, extend globally.

Students are required to complete a total of 15 community service hours annually and to have completed 60 community service hours before graduation. All community service hours should be completed and submitted by the end of April of their senior year.

Grade Incoming	Total Community Service Hours Due
9th	15 hrs
10th	15hrs
11th	15 hrs
12th	15hrs

Reporting Your Community Service Hours

Students can obtain the Community Service Verification form from the Front Office or Guidance Counselor. Forms should be completed and turned in to the designated representative.

Directory Information/Student Records

The Family Educational Rights and Privacy Act (FERPA) requires that public schools obtain written permission from the parent/guardian prior to the disclosure of personally identifiable information from a child's education record absent certain conditions that allow the release of student information without consent. School may, however, disclose appropriately designated "directory information" without parental consent unless the parent/guardian provides the school with written notification of refusal to allow disclosure of directory information.

Directory information includes a student's name, address, telephone number, date and place of birth, honors and awards, photograph, participation of recognized activities and sports, height and weight if member of a school athletic team, dates of attendance and date of graduation.

Parents have the right to review their child's educational records. Requests to do so should be made in writing to the principal at least two school days in advance. They may also request amendments to the child's educational records in the event they believe them to be inaccurate or misleading. Requests for amendments should be tendered to the principal, in writing, with an explanation of why the request is sought.

If your family is changing its place of residence and plans to transfer from our School, please notify the school office. School records will be transferred within fourteen days to the new school district.

Equipment and Facilities Use

Students must receive the permission of the teacher before using any equipment or materials in the classroom and the permission of the Principal to use any other school equipment or facility. Students will be held responsible for the proper use and safekeeping of any equipment or facility they are allowed to use.

Emergency procedures- Drills

Our School complies with all fire and tornado safety laws and conducts drills in accordance with State law. Specific instructions on how to proceed will be provided to students by their teachers who will be responsible for safe, prompt, and orderly movement to a safe place.

Emergency Forms

Emergency forms are required for each student. *IT BECOMES THE RESPONSIBILITY OF EACH PARENT/GUARDIAN TO INFORM THE SCHOOL SECRETARY WHEN THERE IS A CHANGE OF ADDRESS OR PHONE NUMBER. PROOF OF RESIDENCY MUST BE PROVIDED WITH THE ADDRESS CHANGE.* In addition, any changes in custodial care must be brought to the secretary's attention, along with court documentation when applicable. Please keep the school informed of any changes so that we have up-to-date contact and medical information in case there would be any kind of emergency.

Extra-Curricular Activities

There are limited opportunities to participate in extra-curricular activities outside the school day at Y.R.E.C. We are looking to expand those options. Y.R.E.C. students participate in Yearbook, Destination Imagination, Robotics, Bridge building, and English Festival. Other opportunities may be added as the year goes on, depending on student interest.

Y.R.E.C students may participate in high school athletics at their home school (East or Chaney) and are transported to East or Chaney High School at the end of the day. Please see the principal or guidance counselor for help in connecting to East or Chaney High School's athletic program.



Final Forms

Final Forms is the YCSD's new platform for registration. Completing Final Forms is critical for scholar participation at all school levels. Participation will be limited until Final Forms are completed. Below are visual directions to assist with Final Forms completion.

The screenshot shows the homepage of the Youngstown City School District website. The address bar at the top displays 'ycsd.org'. A blue arrow points from the address bar to a yellow text box on the left. The text box contains the following instructions:

To begin, please go to the Youngstown City School Website at ycsd.org

From there, you will need to click on "For Families" icon found at the toolbar.

A red arrow points from the text box to the 'FOR FAMILIES' link in the website's navigation menu. The navigation menu is located at the top of the page and includes links for 'ABOUT YCSD', 'DEPARTMENTS', 'FOR FAMILIES', 'FOR SCHOLARS', 'FOR STAFF', and 'BOARD OF EDUCATION'. The 'FOR FAMILIES' link is circled in red. The main content area of the website features a large graphic with a graduation cap and the text 'Congratulations CLASS OF 2023'.



RegistrationTranscriptsYCSD Homepage

MENUOUR SCHOOLSESPAÑOL

ABOUT YCSDDEPARTMENTSFOR FAMILIESFOR SCHOLARSFOR STAFFBOARD OF EDUCATION

For Families

Logins

Activities

2022-23 Back to School Information

Tips

Parent Pathways/Family Engagement

Parent YOU (Parent University)

Home Education

Parent Manual

Volunteering at YCSD

Bullying Complaint Form

Community Resources

When you go to the “For Families” page, click on “Logins”.



ABOUT YCSDDEPARTMENTSFOR FAMILIESFOR SCHOLARSFOR STAFF

YOUNGSTOWN CITY SCHOOL DISTRICT // FOR FAMILIES // LOGINS

For Parents

Logins

Activities

Back to School Information

Tips

Parent Pathways/Family Engagement

Remote Learning

Parent YOU (Parent University)

Logins

ProgressBook Parent Access

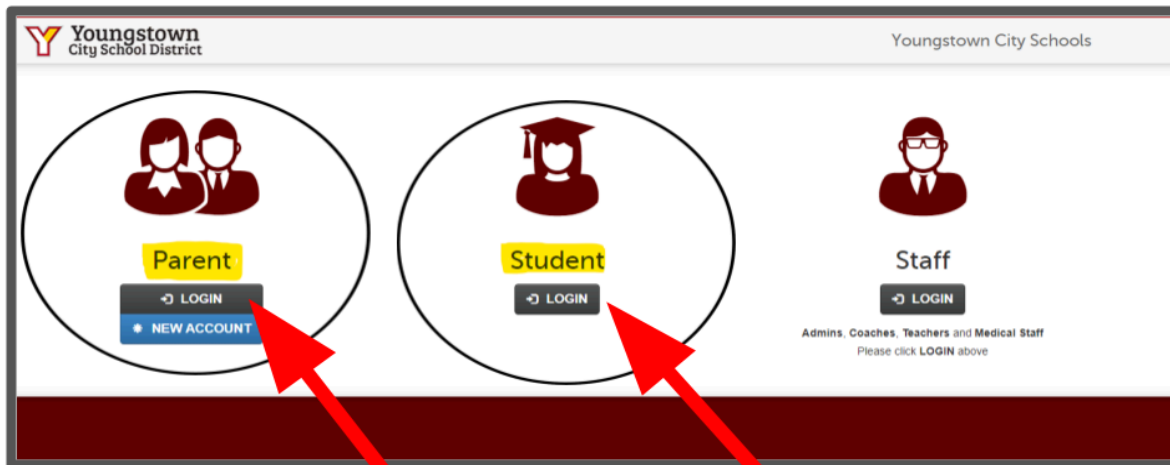
- Login Link
- User's Guide
- Quick Reference Card

Final Forms Access

Login Link

If you cannot log in to Final Forms please contact your school secretary.

Beneath “Logins”, click on “Login Link” found under the heading “Final Forms Access”



For parents/guardians, click on login. If this is your first time using "Final Forms", you will need to click on "New Account" to set up your "Final Forms" username and password.

For scholars, click on login. If this is your first time using "Final Forms", you will be prompted to create a new password.

Youngstown City Schools Administrative Note:

Hello,

We have opened enrollment for the next school year. Please fill out your forms for the 23-24 school year. Children who are 3 or 4 years old on or before October 1, 2023, are age-eligible for the YCSD preschool program.

Thank you

If you are prompted to this page, please read the information next to the heading titled "Important".

***OHIO: Youngstown City Schools* Parent/Guardian Registration**

Important: Parent/Guardian & Student accounts are saved year-to-year.
If you already have an account with FinalForms please [click here to login](#) or [reset your password](#).

1. Register as a **Parent/Guardian** below.
You must be a parent/guardian to create this account and start the process.
2. Check your email (for the address supplied below).
3. You will receive an email within 3 minutes prompting you to confirm and complete your registration.
4. You will then find yourself logged in and able to add your students!

Legal Name: First Last

Date of Birth: Month Day Year

Email Address: e.g. parent@example.com

Note: If email taken, please login or reset your password.

To switch and update your child's "Final Form" for the 2023-2024 school year, you must click the blue box where it says "CLICK TO SWITCH TO 2023-24 REGISTRATION".

To update sports, click on the "Add Sports"

The screenshot shows the 'My Students' dashboard. A red arrow points from the top-left instruction box to a blue button labeled 'CLICK TO SWITCH TO 2023-24 REGISTRATION'. Another red arrow points from the top-right instruction box to the '+ Add Sports' button in the student's row.

Status	Name	Grade	Sports/Activities	Actions
Unsigned Forms (Click to notify student)	Al-Kara'in, Salsabeel salsabeelakara...@gycsd.org	9th	+ Add Sports	Update Forms + PPE Medical Profile Edit

The screenshot shows the 'Join sports' page for the Spring 2022-23 season. A red arrow points from the top instruction box to the checkboxes for 'Coed Outdoor Track' and 'Girls Softball'. Another red arrow points from the bottom instruction box to the 'Update sports' button.

Spring 2022-23
Registration closed

- ☐ Coed Outdoor Track
*Hosted at: Chaney High School
- ☐ Coed Outdoor Track
*Hosted at: East High School
- ☐ Girls Softball
*Hosted at: Chaney High School
- ☐ Girls Softball
*Hosted at: East High School

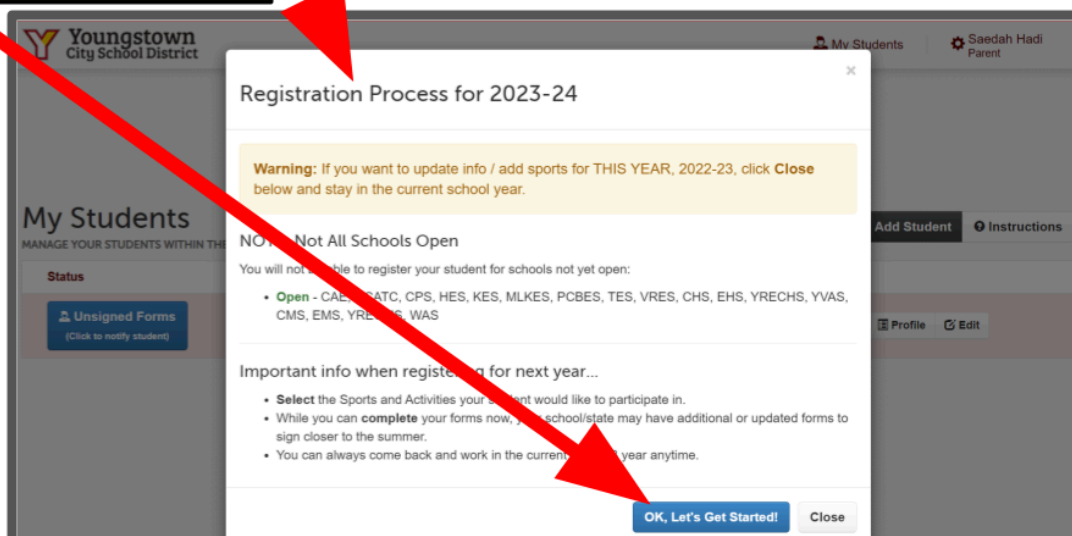
Warning: No sports are selected above. If Salsabeel is to participate, please check the appropriate boxes.

[Update sports](#) No changes

To switch and update your child's "Final Form" for the 2023-2024 school year, you must click the blue box where it says "CLICK TO SWITCH TO 2023-24 REGISTRATION".



Read the following message and then click on "OK, Let's Get Started!" to begin updating the forms for 2023-2024.



Once you click on "OK, Let's Get Started!" your page will update to the upcoming school year registration, and you may begin updating your scholar's registration.

If you need to add a student, click on the "+ Add Student" icon.

Youngstown City School District

2023-24 REGISTRATION
You are currently registering for next school year.
(That's fine, but [click here](#) if you'd like to return to the current school year)

My Students
MANAGE YOUR STUDENTS WITHIN THE SYSTEM

Unsigned Forms
(Click to notify student)

Status	Name	Grade	Sports/Activities	Actions
	Al-Kara'in, Salsabeel salsabeelakara'in@ycsd.org	10th	None Available	Update Forms + PPE Medical 1 Profile Edit

+ Add Student **Instructions**

To edit student information, click on your student's name.

To update information for the new school year, click on "Update Forms".

I need to check this slide again and verify the information is correct.

Youngstown City School District

2023-24 REGISTRATION
You are currently registering for next school year.
(That's fine, but [click here](#) if you'd like to return to the current school year)

My Students
MANAGE YOUR STUDENTS WITHIN THE SYSTEM

Unsigned Forms
(Click to notify student)

Status	Name	Grade	Sports/Activities	Actions
	Al-Kara'in, Salsabeel salsabeelakara'in@ycsd.org	10th	None Available	Update Forms + PPE Medical 1 Profile Edit

+ Add Student **Instructions**

If you are in the "Edit Student" screen, you can still update forms for the current year by clicking "Forms".

Youngstown City School District

My Students | Saedah Hadi Parent

2023-24 REGISTRATION
You are currently registering for next school year.
(That's fine, but [click here](#) if you'd like to return to the current school year.)

Edit Student | **Forms** | Profile

Legal Name: Salsabeel O Al-Kara'in
MUST match the name on the child's Birth Certificate (including suffix).

Student Preferred Name: Preferred First Name... (Only if different from First Name above)

Full Name Pronunciation Guide: Ex. "lee-oh-NAHR-doh duh-VIN-chee" Try using this [phonetic cheatsheet](#).

Enable Translation: ☐ Enable an option for this student to translate pages?
(This option will appear in the bottom right of all screens)

Once you click on "Update Forms" or on "Forms", you will be able to access the required list of forms. Initially, before completing a form, the title of the form will be highlighted in red. Once the form is complete and the parent and/or student has signed each document and clicked on submit, the highlighted color will change from red to green.

2023-24 REGISTRATION
You are currently registering for next school year.
(That's fine, but [click here](#) if you'd like to return to the current school year.)

Contact Information

This form, as well as every form in the formset to the left, must be completed and signed **BEFORE THE FIRST DAY OF SCHOOL**.
This contact information is important for your child's safety and getting in touch with parent/guardian(s) in the case of an emergency.

Basic Information

Student's Home Address:
327 Mansell Drive Unit #
Youngstown OH 44505

If student moves or changes residential address, you must contact your school administration and provide proof to complete this address change.

Salsabeel O Al-Kara'in's Forms

- Contact Information
- Open Enrollment Application
- Acceptable Use Policy
- Student Media Release
- Device Policy
- Health History & Medical Profile
- Medications
- Emergency Medical Authorization
- Situational Forms
- Injuries & Hospitalizations
- Past & Ongoing Health Conditions

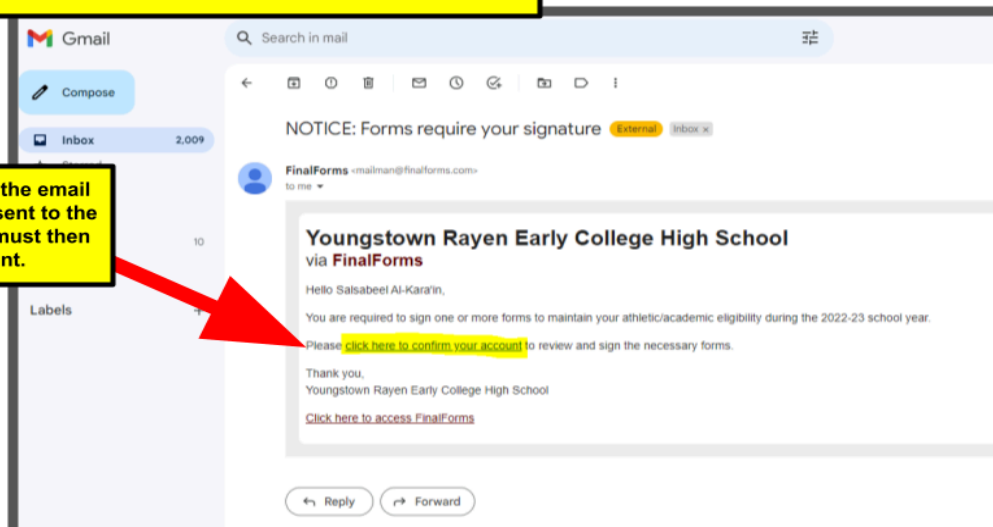
Last Edited: Feb 1, 2023 - Justine Vargas
Last Signed: Today - Saedah Hadi
[Print this form](#)

On each form, a parent signature is required. Please be sure to sign. After signing each document, you must always click on "Submit Form".

The screenshot shows a web interface for signing forms. On the left is a sidebar menu with items: Health History & Medical Profile, Medications, Emergency Medical Authorization, Situational Forms (highlighted in orange), Injuries & Hospitalizations, and Past & Ongoing Health Conditions. Below the menu, it says 'Last Edited: Feb 1, 2023 - Justine Vagas' and 'Last Signed: Today - Saedah Hadi', with a 'Print this form' button. The main area is titled 'Required Form Signatures' and contains a text box for a statement, a signature line with 'Saedah Hadi' entered, and a date 'Signed on Jun 9, 2023'. At the bottom are 'Submit Form' and 'Skip for now' buttons. Two red arrows originate from the yellow instruction box: one points to the signature line and the other points to the 'Submit Form' button.

Once the parent/guardian has completed all forms, an email will be sent to the scholar in order to sign specific documents as well. If the student does not complete the signing of his/her forms, the "Final Forms" process is considered incomplete. As a result, scholars may not be able to participate in various school-related activities.

This is an example of the email message that will be sent to the scholar. The scholar must then confirm his/her account.



When the scholar clicks to access Final Forms, s/he will receive the message (as seen below) prompting him/her to "Set a New Password", which will conclude the registration process.

Youngstown City School District

My Students | Saedah Hadi Parent

2023-24 REGISTRATION
You are currently registering for next school year.
(That's fine, but [click here](#) if you'd like to return to the current school year)

You're almost done registering as a Student

SET THE PASSWORD YOU WOULD LIKE TO USE TO SECURELY ACCESS YOUR ACCOUNT.

New Password:

Confirm Password:

By clicking Confirm Account, you agree to our Terms and that you have read our Privacy Policy.

Confirm Account

After the scholar completes the "Set a New Password" portions, s/he has completed the registration process and may now access the forms that s/he is responsible for completing and signing. Again, any form that the scholar must sign will be highlighted in red. After signing each form and clicking on submit, the form title will be highlighted in green, which will be the indicator that the form is completed. Refer to the scholar's forms below.

Sign Forms | Salsabeel Al-Kara'in Student [417681]

Successfully confirmed and you are now logged in.

Salsabeel Al-Kara'in's Forms

- Acceptable Use Policy**
- Student Media Release
- Device Policy
- Situational Forms

Last Edited: Nov 21, 2022
Last Signed: Nov 21, 2022
[Print this form](#)

Acceptable Use Policy

Please click to open and read the [Acceptable Use Policy](#). When you have thoroughly reviewed the policies and contents within and agree to abide by these policies and contents, please indicate you have done so by signing below.

Network Use Guidelines

Follow these guidelines to continue using technology, Internet, and email privileges at Youngstown City School District (YCSD):

1. I will be polite and practice good manners. I will obey the Terms of Use and "house rules" of all sites that I visit.
2. If I come across any information that makes me feel uncomfortable, offends me, or upsets me, I promise I will immediately leave my computer and tell a trusted adult - a parent/guardian, teacher, or other school administrator.
3. I will never give or send any personally identifiable information about myself - my last name, age, address, phone number, social security number, school's name, email address, computer passwords, or picture - to anyone or any site on the Internet or via email without getting my parents' and teacher's approval first.
4. I will not meet face-to-face with someone I meet on the Internet or by email without first asking my parents/guardian and getting their approval.

As the scholar signs and submits each form for which s/he is required to sign, the message below can be seen on the document and the highlighted color on the form title will turn from red to green.

Youngstown City School District

Sign Forms | Salsabeel Al-Kara'in Student [417681]

Successfully updated **Acceptable Use Policy**

Salsabeel Al-Kara'in's Forms

- Acceptable Use Policy
- Student Media Release
- Device Policy
- Situational Forms

Last Edited: Nov 21, 2022
Last Signed: Nov 21, 2022
Print this form

Student Info/Video/Photo Release

Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Youngstown City Schools with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Youngstown City Schools 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 directory information is to allow the Youngstown City School District to include this type of information into your child's educational 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;

After the scholar has finalized his/her signature and submitted each document requiring his/her signature, the scholar will receive the message below that an email has been sent to his/her parent confirming completion of the scholar's portion of the "Final Forms" process.

Scholar's should also be aware of the Student-athlete forms that need to be reviewed each year. A message will also be sent at the time the scholar completes his/her portion of the "Final Forms" process. Refer below to additional message that will be sent.

Youngstown City School District

Sign Forms | Salsabeel Al-Kara'in Student [417681]

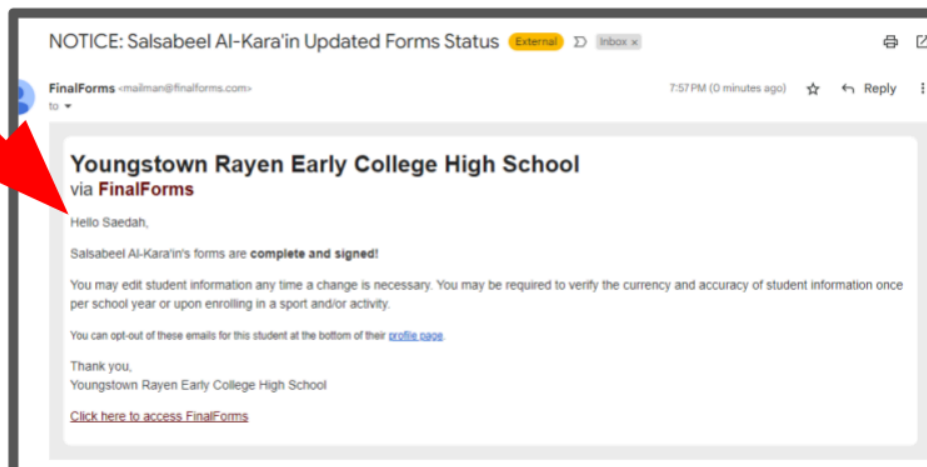
Successfully updated **Situational Forms**.
Email sent to you and your parents with an update on your forms status.
NOTE: If you do not receive this email, please check the spam folder. If still missing, please contact support

Forms signed for 2022-23!

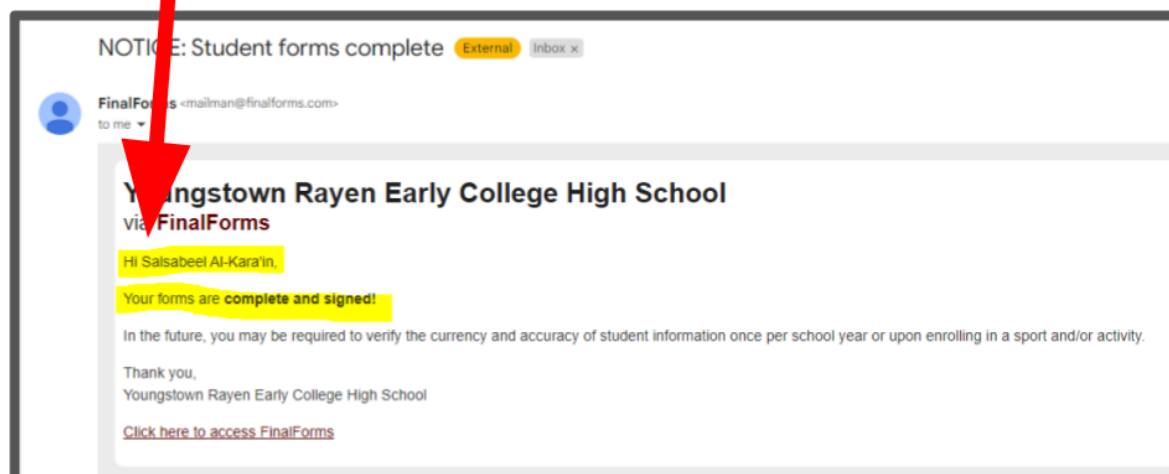
You will still need to login, review, and sign the student-athlete forms once per school year or when signing up for a new sport.

Log Out

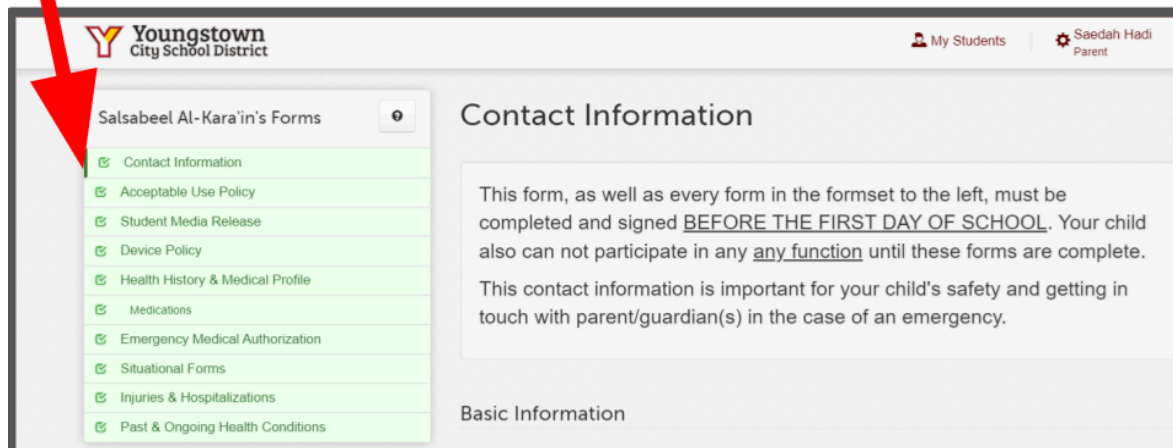
After the scholar has finalized his/her signature and submitted each document requiring his/her signature, the parent will receive the message below confirming that his/her child has finished the "Final Forms" process.



After the scholar has finalized his/her signature and submitted each document requiring his/her signature, the scholar will receive the message below.



After the scholar has finalized his/her signature and submitted each document requiring his/her signature, the list of documents should all be highlighted in green as seen below.



Youngstown City School District

My Students | Saedah Hadi Parent

Salsabeel Al-Kara'in's Forms

- ☒ Contact Information
- ☒ Acceptable Use Policy
- ☒ Student Media Release
- ☒ Device Policy
- ☒ Health History & Medical Profile
- ☒ Medications
- ☒ Emergency Medical Authorization
- ☒ Situational Forms
- ☒ Injuries & Hospitalizations
- ☒ Past & Ongoing Health Conditions

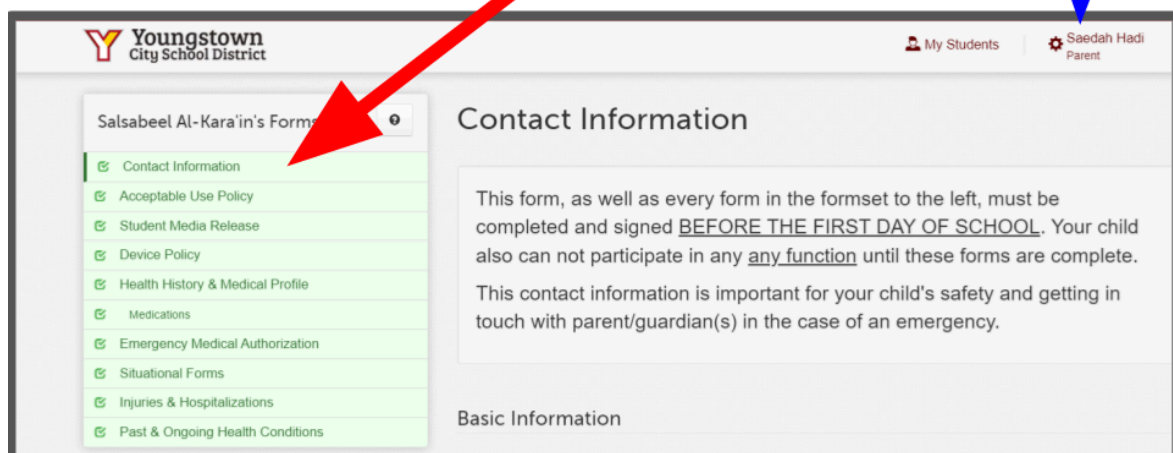
Contact Information

This form, as well as every form in the formset to the left, must be completed and signed BEFORE THE FIRST DAY OF SCHOOL. Your child also can not participate in any any function until these forms are complete.

This contact information is important for your child's safety and getting in touch with parent/guardian(s) in the case of an emergency.

Basic Information

After confirming all areas for each form are highlighted in green, you may click on your name and log out of "Final Forms"



Youngstown City School District

My Students | Saedah Hadi Parent

Salsabeel Al-Kara'in's Forms

- ☒ Contact Information
- ☒ Acceptable Use Policy
- ☒ Student Media Release
- ☒ Device Policy
- ☒ Health History & Medical Profile
- ☒ Medications
- ☒ Emergency Medical Authorization
- ☒ Situational Forms
- ☒ Injuries & Hospitalizations
- ☒ Past & Ongoing Health Conditions

Contact Information

This form, as well as every form in the formset to the left, must be completed and signed BEFORE THE FIRST DAY OF SCHOOL. Your child also can not participate in any any function until these forms are complete.

This contact information is important for your child's safety and getting in touch with parent/guardian(s) in the case of an emergency.

Basic Information

Fees/ Fee Waiver

Parents/guardians who are provided government financial assistance may request that they not be charged any fees for their children in grades K-12 to participate in a course of instruction. This does not include fees for any optional enrichment classes or extracurricular activities. Fees may include admission costs for instructional field trips during the school day, or materials fees when they are charged for certain courses. It is the responsibility of the parent/guardian to make this request and to provide verification of eligibility. Contact the building principal for additional information.

Lockers

Lockers will be issued to students in the 9th and 10th grade. Lockers are school property and as such may be subject to random searches throughout the school year. Students are required to purchase a combination lock. Juniors & Seniors may rent a locker on Y.S.U.'s campus. There is a \$25.00 fee per semester for YSU locker rental. Students must purchase a lock before the first day of school.

- Lockers are to be kept clean and orderly – and locked at all times.
- Books, cell phones, and clothing are to be kept in the assigned locker
- Students are responsible for the locker's contents and should only use the locker assigned

Student Planners

All Y.R.E.C. students will receive a student planner. The planner is to be used to help students with their organizational skills. They will be able to keep track of assignments, tests, project due dates, events, etc. Parents should be able to check this calendar to see what assignments are due, review important dates, and help their child keep on track and organized. Only one planner is provided for each student during the school year.

Textbooks

Students will be issued textbooks and online ebooks to be used both in Y.R.E.C. and YSU classes. It is the responsibility of the student to take care of these books and online codes and return them in the same condition they were loaned. If a book is lost or damaged, the student will have to pay to replace that textbook. **Students who do not return YSU textbooks at the end of a semester will not be able to schedule for college classes for the next semester.** Textbooks are very expensive and we hope that students are responsible in taking care of this property.



Syllabus/Grading

On the first day of class, each teacher will provide the scholars with a syllabus for their class. A syllabus is a summary or outline of what the teacher plans to present in class. It will also highlight assignments, exams, projects, grading policy and classroom policies.

Syllabus Grading Criteria/Policy Cont...

The District recognizes its responsibility for providing a system of grading student achievement that can help the student, teachers, and parents judge properly how well the student is achieving the goals of the District's program.

The District's grading system should be a reliable system and one that ensures each student's grades signify accurately his/her degree of accomplishment of those expected learning outcomes which are to be stated for each program at every grade level, kindergarten through twelve. (Please see the district handbook)

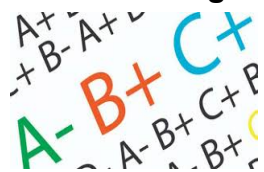
The YREC classes are all taught in a semester (18-week) time frame. Follow district policy as outlined in Progress Book.

Grades are calculated using weights for each assignment type, then, and overall average is by averaging those grades according to the weights assigned for each type (i.e. if weight of homework = 1, quizzes = 2, tests = 2, Grade Book calculates homework as 25%, quizzes as 25% and tests as 50%.

The YCSD Board of Education and Superintendent develops procedures for grading whereby the professional staff:

A.	develops clear, consistent criteria and standards particularly when grades are based on subjective assessment;
B.	helps each student understand in each course or program what behavior and/or achievement is needed to earn each grade as well as what will produce a failing grade;
C.	provides frequent opportunities for each student to obtain information as to his/her progress toward the learning goals of his/her courses or programs;
D.	provides for a pass/fail grade in programs for which it is appropriate;
E.	provides students the opportunity to assess both their own achievements and their areas of difficulty.

YREC Grading:



1. The meaning of the grade codes are as follows:

- A = Substantially exceeds the standard
- B = Exceeds the Standard
- C = Meets the standard

D = Less than acceptable performance

F = Does not meet the standard

Teachers consider the following when assigning grades:

- Quality of work
- Engagement/Class participation
- Achievement data
- Application of what is learned
- Homework

Other elements that impact a student's grade include test results and student performance on assessments such as portfolios, projects, demonstrations, and field experience activities.

Our grading scale is as follows for all classes, unless otherwise noted in this handbook:

A = 100 – 90

B = 89 – 80

C = 79 -70

D = 69-60

F = below 60



Academic Honor Requirements

Honor Roll – A Honor Roll and A/B Honor Roll are generated at the end of each semester. Students qualifying for A Honor Roll must have earned no grade lower than a 90 for the semester and students qualifying for A/B Honor Roll must have earned no grade lower than an 80 for the semester.

Graduation Marshals –The top ten students (weighted GPA) will be selected to serve as Honor Marshals. They must have a weighted grade point average of 3.63 or higher at the end of the third nine weeks grading period. In case there are not ten (10) juniors with a 3.63 G.P.A., the selection process will continue in descending order. The student must be enrolled throughout both semesters of his/her junior year at CECHS. (Spr 23)

Valedictorian -Valedictorian is the senior student who has the highest weighted cumulative GPA at the end of the final grading period of his/her senior year. He/she has to have been enrolled in YREC Early College High School for the entire junior and senior years and must be in their four-year cohort. A student considered for this honor may only have a maximum of two college course withdrawals. This information will be verified based on the student's college transcript.

Salutatorian - Salutatorian is the student with the second highest weighted cumulative GPA at the end of the final grading period of his/her senior year. He/she has to have been enrolled in YREC Early College High School for the entire junior and senior years. A student considered for this honor may only have a maximum of two college course withdrawals and must be in their four-year cohort. This information will be verified based on the student's college transcript.



YREC Student Supports



Student Supports

We want to do whatever we can to help students to be successful at Y.R.E.C. There are a number of support services that are in place to work with students who are struggling with academics or personal issues. The following supports are in place at Y.R.E.C. for all students to access if needed:

- Advisor/Advisee Program
- Support from Y.R.E.C. TE/Staff
- Tutoring (Peer, College)
- MTSS Support System
- After- School Intervention – there are opportunities for students to stay after school on Tuesdays, Wednesdays and Thursdays, from 2:30 p.m. – 3:30 p.m., to work with teachers in specific classes as needed (Date to be announced in the fall; transportation thru Youngstown City Busing will be provided)
- Counseling support through the Y.R.E.C. counselor, Y.S.U. counseling interns working in our program, or services through the Y.S.U. Counseling Center
- College Seminar 9th—12th grade—(soft skills development, goal setting, academic support class—students with a “C” or below will participate for high school elective credit and grade.
- Academic Coaching
- Study Tables (11th and 12th grade)

Scholars attending Y.S.U. courses can connect to any of the following services to support academic progress as assigned by the Academic Advisor or as needed:

- Center for Student Progress
- Writing Center
- Math Assistance Center
- Language Learning and Resource Center
- Reading and Study Skills Center
- Tutors in various subject areas



YREC Academic Coaching

YREC Academic Coach Role

The role of an **Academic Coach** is to help students to balance the many aspects of college life, such as multiple courses, assignments, co-curricular activities, and part-time jobs. Academic coaches assist students in juggling all these successfully while establishing and maintaining positive daily routines for them.

It is up to **Academic Coaches** to help students understand how to achieve academic success by employing strategies to improve current management structures.

The most important part of an **Academic Coach's** work is to assist students in understanding how to use their time and provide them with feedback on levels of organization or lack thereof which will inadvertently impact their studies.

High School Coach Intervention

9th and 10th graders who have been identified and/or recommended by summer bridge staff, teachers and/or administration will be given a high school coach. These scholars are required to have weekly intervention meetings with high school coaches. A contract between student, parent, coach will be signed upon coach assignment. Each scholar's progress is tracked per quarter. Intervention is a layer of support utilized for the benefit of each scholar. If students miss intervention with coaches, a parent will be contacted. If absences continue, a parent-coach meeting will be scheduled.

- All 9th gr scholars will be assigned to an academic coach.
- 10th grade scholars have been assigned a coach based on last year and staff referrals.
- All 11th and 12th grade scholars will be assigned an academic coach.
- T, TH are scheduled for coaching and intervention with academic coaches, social worker and/or guidance counselor.
- Jumpstart is provided daily for all scholars to meet with academic coaches, teachers, support staff, social worker and/or guidance counselor for additional support.
- Extended Learning Opportunities are scheduled for T, W, Th from 2:30pm-3:30pm



Data Collected

- ❖ High School Transcript
- ❖ College Transcript
- ❖ 3-Week Check
- ❖ YREC Attendance

YREC Academic Support Pathways by Scholar GPA's

GPA Structure by Grade Level	4.00 - 3.50 My student is on track for.	3.40 - 3.00 My student is on track for.	2.90 - 2.50 My student is on track for.	2.40 - 2.00 My student is on track for.	1.90 - Below My student is on track for.
9th Grade	- YSU Fast Track - YSU Good Standing 9th Grade completion - Extra curricular activities - Freshman Student Council - Possible 9-12 completion credit hours - Honor Roll awards - Teacher/Coach Supporter	- YSU Fast Track - YSU Good Standing 9th Grade completion - Extra curricular activities - Freshman Student Council - Possible 9-12 completion credit hours - Honor Roll awards - Teacher/Coach Supporter	- YSU Good Standing 9th Grade completion (minimum) - Extra curricular activities - Possible 9-10 completion credit hours - Coach study table recommendation (target areas) - After school (target areas)	- YSU Good Standing 9th Grade completion - Possible 8-9 completion credit hours - Coach Action Plan (mandatory support) - Coach study table (mandatory support) - After school 2.0 -below (mandatory support)	- YSU Warning/Probation Standing - Possible 7-9 completion credit hours - Possible Summer School - YSU Class Cost (\$123.05 per cr) - Success Contract - MTSS - Coach Action Plan

	• Summer Bridge Ambassador	• Summer Bridge Ambassador	• Coach Academic Action Plan (target areas) • Jumpstart Schedule (target areas) • Teacher/Coach parent contact	• After school (target areas) • Jumpstart Schedule (mandatory support) • Jumpstart Schedule (target areas) • Teacher/Coach parent contact	(mandatory support) • Coach study table (mandatory support) • After school 2.0 -below(mandatory support) • Jumpstart Schedule (mandatory support) • Teacher/Coach parent contact/meeting • Possible recommendation to homescho ol
10th Grade	• YSU Fast Track • YSU Good Standing • 10th Grade completion • Extra curricular activities • Sophomore Student Council • Possible 16-22 completion credit hours • Honor Roll awards • Teacher/Coach Supporter • Summer Bridge Ambassador	• YSU Fast Track • YSU Good Standing • 10th Grade completion • Extra curricular activities • Sophomore Student Council • Possible 16-20 completion credit hours • Honor Roll awards • Teacher/Coach Supporter • Summer Bridge	• YSU Good Standing • 10th Grade completion (minimum) • Extra curricular activities • Possible 16-18 completion credit hours • Coach study table recommendation (target areas) • After school (target areas)	• YSU Good Standing • 10th Grade completion • Possible 15-17 completion credit hours • Coach Action Plan (mandatory support) • Coach study table (mandatory support) • After school 2.0 -below(mandatory support) • After school	• YSU Warning/Probation Standing • Possible 14-16 completion credit hours • Possible Summer School • YSU Class Cost (\$123.05 per cr) • Success Contract • MTSS • Coach Action Plan (mandatory support)

		Ambassador	- Coach Academic Action Plan (target areas) - Jumpstart Schedule (target areas) - Teacher/Coach parent contact	(target areas) - Jumpstart Schedule (mandatory support) - Jumpstart Schedule (target areas) - Teacher/Coach parent contact	- Coach study table (mandatory support) - After school 2.0 -below (mandatory support) - Jumpstart Schedule (mandatory support) - Teacher/Coach parent contact/meeting - Possible recommendation to homeschool
11th Grade	- YSU Good Standing - On track for 11th Grade completion - Junior Student Council - Extra curricular activities - Honor Roll awards - Teacher/Coach Supporter - Summer Bridge Ambassador - Maximum YSU classes - On Track for YSU Associate Degree	- YSU Good Standing - On track for 11th Grade completion - Junior Student Council - Extra curricular activities - Honor Roll awards - Teacher/Coach Supporter - Summer Bridge Ambassador - Maximum YSU classes - On Track for YSU	- YSU Good Standing 11th Grade completion - Minimum Extra curricular activities - Possible 34-38 YSU completion semester hours - Coach study table recommendation (target areas) - Coach Academic Action Plan (target areas) - Teacher/Coach	- YSU Good Standing 11th Grade completion - Minimum Extra curricular activities - Possible 32-36 YSU completion semester hours - Coach study table recommendation (target areas) - Coach Academic Action Plan (target areas) - Teacher/Coach	- YSU Warning/Probation Standing - Possible 29-31 YSU completion semester hours - YSU Class Cost (\$123.05 per cr) - No YSU Classes for a semester - MTSS - Coach Action Plan (mandatory support) - Coach study table (mandatory support)

	• Junior Homecoming Court • YSU Registration • Possible 34-44 YSU completion semester hours • YSU Dean's/President's List • Possible 4-yr College Major classes taken	• Associate Degree • Junior Homecoming Court • YSU Registration • Possible 34-40 YSU completion semester hours • YSU Dean's/President's List • Possible 4-yr College Major classes taken	• parent contact • Minimum YSU amenity • YSU Academic Alert • Academic Alert Contract • Minimum YSU classes • Possible Track for Spring YSU Associate Degree	• parent contact • Minimum to no YSU amenity • YSU Academic Alert • YREC/YSU Academic Alert Contract • Minimum YSU classes • Possible Track for YSU Associate Degree • Summer AA Track	• Teacher/Coach parent contact/meeting • Possible recommendation to homescho ol • YSU Academic Alert • YREC/YSU Academic Alert Contract
12th Grade	• YSU Good Standing • On track for 12th Grade graduation • Student Council • Extra curricular activities • Honor Diploma • Teacher/Coach Supporter • Maximum YSU classes • On Track for YSU Spring Associate Degree • Homecoming Court • Possible 44-65 YSU completion	• YSU Good Standing • On track for 12th Grade graduation • Student Council • Extra curricular activities • Honor Diploma • Teacher/Coach Supporter • Maximum YSU classes • On Track for Spring YSU Associate Degree • Homecoming Court	• YSU Good Standing • On track for 12th Grade graduation • Minimum Extra curricular activities • Possible 44-60 YSU completion semester hours • Coach study table recommendation (target areas) • Coach Academic Action Plan (target areas)	• YSU Good Standing • On track for 12th Grade graduation • Minimum Extra curricular activities • Possible 32-36 YSU completion semester hours • Coach study table recommendation (target areas) • Coach Academic Action Plan (target areas)	• YSU Warning/Probation Standing • Possible track for 12th Grade graduation • Possible 29-31 YSU completion semester hours • YSU Class Cost (\$123.05 per cr) • No YSU Classes for a semester • MTSS • Coach Action Plan

	- semester hours • YSU Dean's/President's List • Possible 4-yr College Major classes taken • Scholarship applications • FAFSA • College Application • Applied to three colleges • Valedictorian / Salutatorian	• Possible 44-61 YSU completion semester hours • YSU Dean's/President's List • Possible 4-yr College Major classes taken • Scholarship applications • FAFSA • College Application • Applied to three colleges	• Teacher/Coach parent contact • Minimum YSU amenity • YSU Academic Alert • Academic Alert Contract • Minimum YSU classes • Possible Track for Spring YSU Associate Degree • Possible Summer AA Track • FAFSA • College Application	• Teacher/Coach parent contact • Minimum to no YSU amenity • YSU Academic Alert • YREC/YSU Academic Alert Contract • Minimum YSU classes • Possible Track for YSU Spring Associate Degree • Possible Summer AA Track • Maximize Credits • FAFSA • College/Trade Application	(mandatory support) • Coach study table (mandatory support) • Teacher/Coach parent contact/meeting • Possible recommendation to homeschool • YSU Academic Alert • YREC/YSU • Academic Alert Contract • Not on Track for YSU Associate Degree • Maximize Credits • FAFSA • College/Trade Application
Post Secondary Education	• College/Trade Acceptance Letter • Major/Career Selected • Scholarship Amount	• College/Trade Acceptance Letter • Major/Career Selected • Scholarship Amount	• College/Trade Acceptance Letter • Major/Career Selected	• College/Trade Acceptance Letter • Major/Career Selected	• College/Trade Acceptance Letter • Major/Career Selected

Support Structures For Scholars 2.40 Below



Youngstown Rayen Early College High School
11th and 12th Academic/Attendance Alert Contract

We, _____, _____ and _____
(parent/legal guardian) (parent/legal guardian) (student)

agree to adhere to the following contractual rules, guidelines, responsibilities, and expectations to be a successful parent/legal guardian for my student attending the Youngstown Rayen Early College High School:

- Read and follow all academic and code of conduct rules established by the Youngstown Rayen Early College High School and Youngstown State University
- Understand that my scholar and I are aware of and committing to the academic requirements of the Youngstown Rayen Early College High School
- Understand that my scholar will be placed in Youngstown State University classes based on academic progress and success in high school courses
- Understand that the tuition for any college class my student is dropped from will be billed directly to me. I understand that I am responsible for 50% of the cost of the course before my scholar can participate in high school and/or college graduation.
- Understand that if my student fails to meet the attendance requirements of 93% of YSU/YREC courses, 93% of student advisement meetings, 90% grade point average, and the minimum GPA recommendation the student will be deemed ineligible to register for the current/following semester and/or be dropped from the YSU courses.
- Commit and show the following expectations below before the student can enter a YSU course and/or suspend the contract: **Please initial below**
 - _____ Maintain 93% attendance rate in YREC and/or YSU semester courses: **Current** _____
 - _____ Maintain 93% attendance rate for coach/student advisement: **Current** _____
 - _____ Maintain 2.5 GPA grade point average or better: **Current** _____
 - _____ If a student drops below 2.00 GPA this will result in no college classes for one semester: **Current** _____

Failure to follow/meet the expectations and requirements may result in no college classes for one semester and/or college class withdrawal. All contracts will be evaluated in the 9th week of each semester.

Student Signature

Date

Parent/Guardian Signature

Date



Google Classroom



Teachers and coaches will be utilizing Google Classroom as a tool to communicate with scholars, distribute information and post assignments. All teachers and academic coaches have set up Google Classrooms for their groups. **Scholars are expected to join the appropriate Google Classrooms by using their YCSD Google accounts and designated**

class codes. **ALL TEACHERS WILL BE POSTING LINKS FOR ZOOM AND GOOGLE MEET ON GOOGLE CLASSROOM.**

Google Classroom Directions

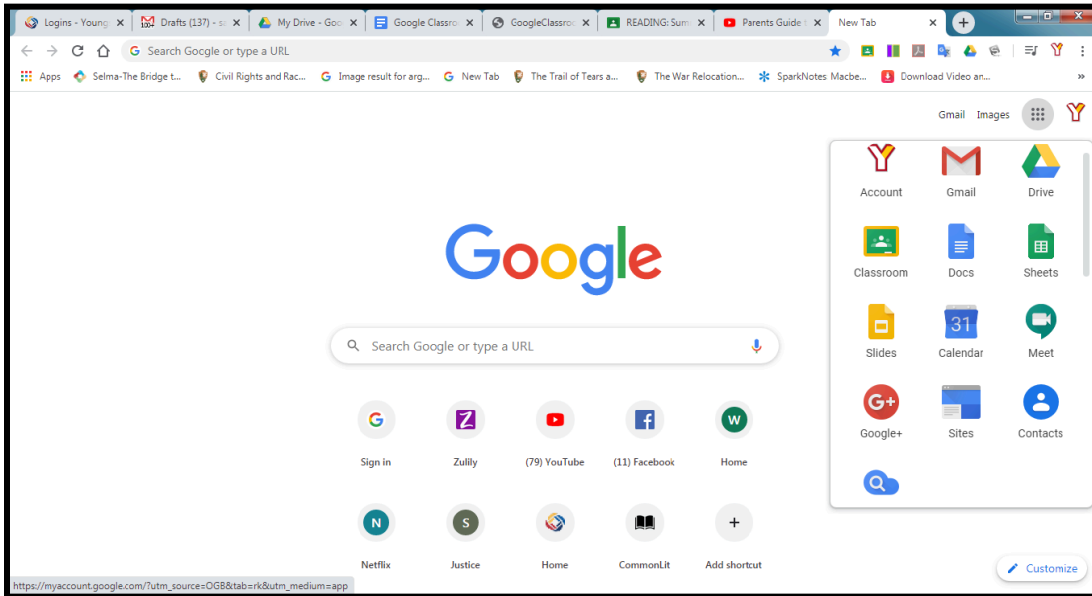
Additional Video Tutorial to Assist you with Google Classroom:

- Google Classroom Tutorial for Students and Parents:
<https://www.youtube.com/watch?v=G5P7nVbQWJc>

STEP 1: Using your internet browser (Google Chrome will be best to use), go to classroom.google.com. You may be directed to log into an account instead of instantly being directed to the classroom screen. If you reach the screen, skip to Step 3.

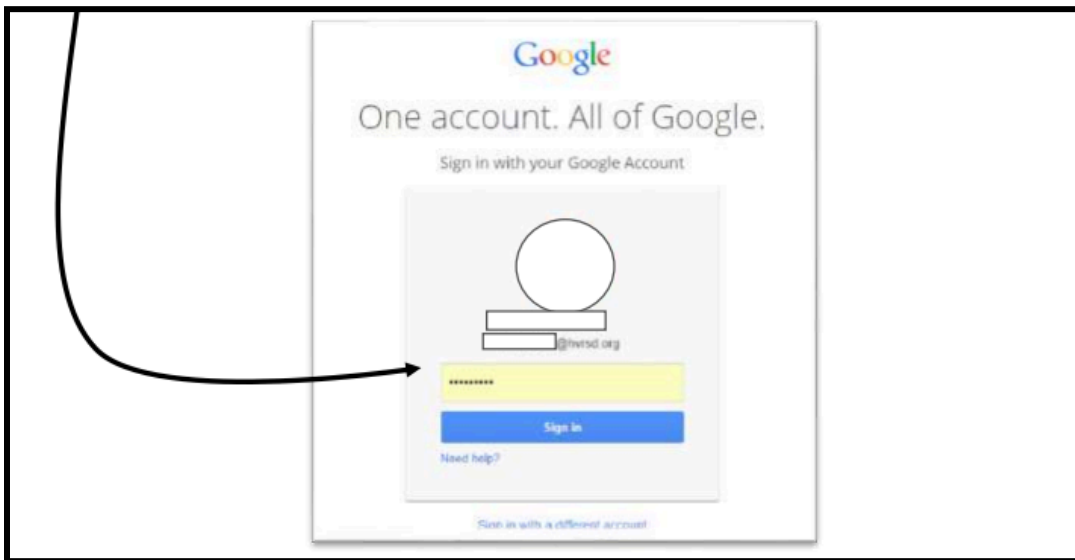


After signing in to Google, you can also access Google Classroom by clicking on the  icon found in the top right-hand corner of the Google screen. Once you click on the icon, a drop-down menu will appear. At the drop-down menu, you will see the Google Classroom icon that looks like this . Click on Google Classroom and this will take you to the Google Classroom page where you can either join a class or access your class if you have already joined previously.

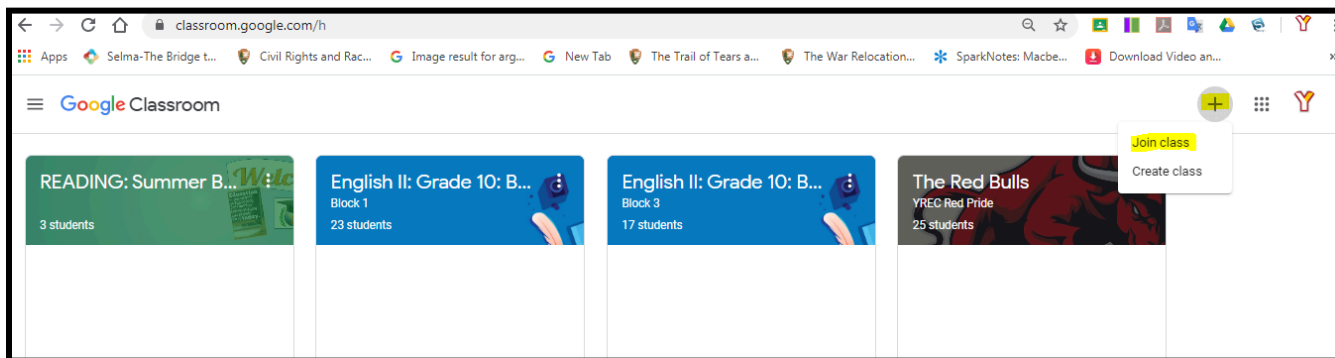


STEP 2: You must be logged in to your child’s school account in order to access Google Classroom. Click

“Sign In” in the top right-hand corner if you currently are not signed into any google account. If you are on another Gmail account, you will need to sign out of it and log in with your child’s account. You should have access to their username and password.

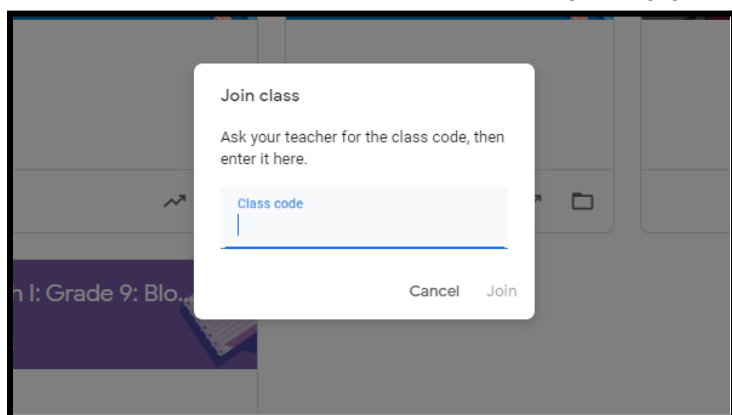


STEP 3: Once you are logged in and are on the classroom.google.com site, click the “+” in the top right hand side of the screen. Then, select “Join Class”.



STEP 4: After clicking on “Join Class”, you will see the screen below. At this point, you will type in the Class

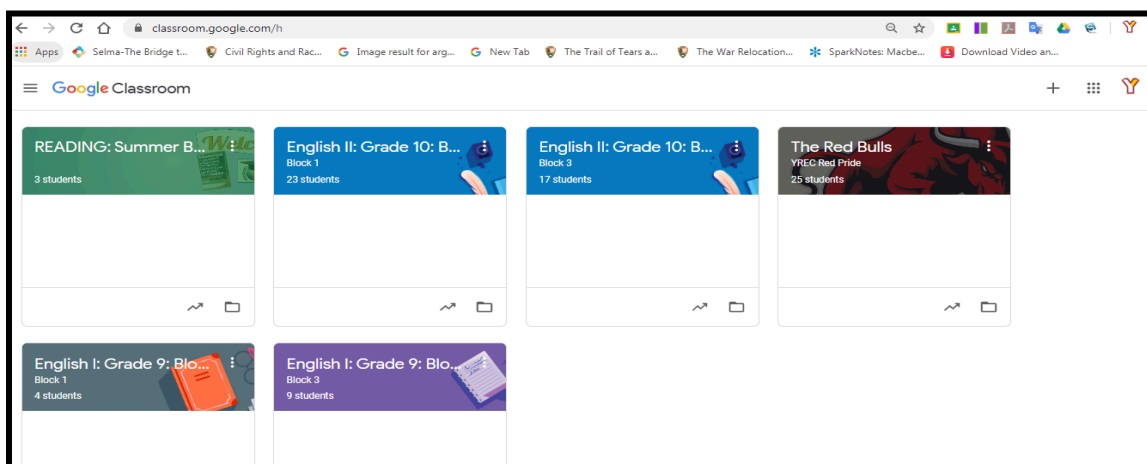
Code that was provided to you by your teacher or administrator and then click on “Join”.



STEP 5: After you have clicked “Join”, you will be registered, and at this point, your class will be added to

Google Classroom. All classes that you join, will be listed on your Google Classroom screen. To

access any of the classes for which you have registered, you simply need to click on the title of the class.



STEP 6: Once you have clicked on the title of the class and have entered, you will see all activities/assignments posted by your teacher for that class. When you click on the activity/assignment, you will access the details for these, such as directions, attachments, due dates, grades, etc.



PBIS at Youngstown Rayen Early College (Virtual/In Person)

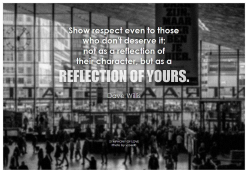
There is an expectation that all members of the YREC community-be they teachers, administrators, classified staff, students, parents, or guests-will follow the YREC expectations C.A.R.E.S. and treat each other as they wish to be treated themselves. It is expected that everyone on the YREC campus will conduct themselves in such a fashion that everyone will feel safe, clear and free from harassment, both physical and emotional.

YREC Universal Norms

YREC IS G.R.E.A.T.E.R. BECAUSE YREC C.A.R.E.S.

YREC Commitment 2022-2023

Six Pillars Our Core Values	Code of Conduct
COMMITMENT 	• Asking for help when needed • Don't make excuses • Attend and participate in all classes • Complete all assigned work and submit assignments on time • Use your resources • Set goals- reflect, adjust, implement • Work cooperatively with scholars, teachers, coaches/college coordinators to achieve high academic goals and positive behavior.

	• Work diligently to increase all skills for college and life readiness
ACCOUNTABILITY 	• Meet deadlines • Do your part to improve your school and community • Be involved in school/campus activities (Join a club/activity) • Give 100% of yourself in classes, assignments, projects • Attend academic coaching sessions, tutorials, study tables • STUDY • BE HONEST • NO CHEATING • DON'T PLAGIARIZE • Follow YREC rules
RESILIENCY 	• Don't be afraid to make mistakes • Own your mistakes and tell the truth and accept responsibility for your actions. • Bounce back and reset yourself • Admit and seek help when needed (Before a crisis)
RESPECT 	• Challenge ideas, not the people. • Every idea is important • Use positive interactions and comments with all scholars, parents and staff • Seek help when needed before a crisis • Don't blame others carelessly • Embrace differences (all cultures and backgrounds) • Do not participate in activities that will threaten your own and others' ultimate success. • Resolve conflicts in a positive, nonviolent ways through conflict resolution with counselors, social workers, teachers, coaches, administration.
EMPATHY 	• Choose daily to be kind to your peers and adults • Help those in need of assistance. • Tutor other classmates • Understand all other perspectives • Help others without expecting anything in return

SUCCESS



- Choose to complete the above by being the best version of yourself daily!



Code of Excellence

As a Youngstown Rayen Early College scholar, it is expected that you will conduct yourself in a responsible manner. The major emphasis of Youngstown Rayen Early College is a scholar's academic success. Therefore, these rules and regulations have been developed to provide a stimulating learning environment.

Students who violate program policies will be referred to school administration. Please note that continued violation of any of these rules and regulations will result in removal from YREC and some actions warrant immediate removal from the program.

- If a faculty or staff member of any kind has to ask a scholar about their behavior in any way, the behavior has reached an unacceptable level. The overall goal at YREC is for scholars to self monitor themselves and responsibly meet and exceed expected performance levels.

The scholar behavior guidelines and policies apply to;

- any scholar in any building or on any school premises before, during, or after school hours;
- any scholar on any bus or other vehicle on which a scholar is being transported as a part of a school activity;
- any scholar during any school function, activity, or event;
- any scholar at any time when the scholar is subject to the authority of school personnel.

- any scholar whose conduct at any time or place has a direct and immediate effect on maintaining order and discipline in the schools or maintaining the general health and welfare of members of our school community.



Student Use of Cell Phone and Personal Electronic Communication

Possessing a wireless communication device is not a violation of the Code of Conduct. However, a student shall not use such a device, for any purpose, while at school, on a school bus or school vehicle, at after-school activities and/or any school related or school sponsored functions such as field trips, dances, and any athletic or co-curricular activities.

If the above-referenced rule is violated and/or the possession of a wireless communication device disrupts or interferes with the educational process or the safety and welfare of students or staff, the following disciplinary actions will be taken:

First offense: The wireless communication device will be confiscated. The phone will be returned to the student at the end of the school day.

Second offense: The wireless communication device will be confiscated. The device will be returned to the parent/guardian at the end of the school day in the school office.

Third offense: The wireless communication device will be confiscated. The device will be returned to the parent/guardian at the end of the school day in the school office. The student will be placed in Positive Alternative to School Suspension (PASS) for up to three (3) days.

The District, the school and its staff shall not assume responsibility for devices that are damaged, lost, or stolen when brought to school or after being confiscated for violation of this policy. If a student refuses to turn-over or comply with the confiscation of his/her device, the student shall be placed into the in-school suspension program for 3-5 days. Repeated offenses or refusal will result in a student serving a 1 day out-of-school suspension.



Dress Code

While all Youngstown City School District students are preparing for college and career readiness, student attire should be in alignment with students' college and career goals; the promotion of positive school, community, and family ties; as well as the health, safety and welfare of all students. Students are encouraged and expected to adhere to the following guidelines regarding their appearance while on school property and during school-related events:

- ☐ Shirts, blouses, and tops should fully cover backs, "bellies", torsos, and cleavage (on males, females and gender non-conformists), without any indecent exposure including undergarments and associated undergarment straps.
- ☐ Pants, trousers, and bottoms should fully cover undergarments, without any indecent exposure including underwear linings and underwear bands. Skirts and shorts should fully cover the entire thigh. If leggings/yoga pants are worn, shirts should cover the buttocks.
- ☐ If students decide to wear clothing and, or accessories with messaging, messages must be positive, and not include hateful, offensive, and, or violent/explicit language, images or words.
- ☐ During the school day students are to store/hang outerwear (i.e., coats, hats, scarves, jackets, gloves...) in designated cubbies, lockers, closets or hooks.
- ☐ Refrain from wearing baseball caps, hats, bandanas and non-religious head coverings that are considered "caps", "hats" and , or "**hoods.**"



YREC/YCSD Code of Excellence and Discipline Levels

(Refer to pgs 5-8 in the YCSD Code of Excellence booklet)

Incidental Violations	Level 1 Minor Violations	Level 2 Major Violations	Level 3 Major Violations
Minimal interference w/ instructional process Teacher Managed	Interference w/ instructional process Teacher Managed	Disruption to learning environment Office Managed Teachers submit the appropriate paperwork and follow through w/ admin contact.	Severe Disruption to learning environment Office Managed Teachers submit the appropriate paperwork and follow through w/ admin contact.
• Off task behavior (socializing, grooming, sleeping, talking) • Lack of preparedness	• Cheating ○ 1st-parent contact, zero for assignment • ○ 2nd-admin, staff, student conference 1 day in PASS, zero for assignment • ○ 3rd-parent contact, out of school suspension, zero for assignment • ○ 4th-parent contact, transition to home school • Classroom Disruption • Excessive Display of affection • Tardies ○ 3=1 detention ○ 5=2 detentions • Dress Code • Disrespect • Failure to serve consequences • Electronic devices out during instruction (unless for instructional purposes).	• Repeated level 1 offenses • Disrespect • Disruption of school • Skipping (hs/college academic meetings) ○ 1st offense-1 day PASS, parent contact ○ 2nd offense-2 days of PASS, parent contact ○ 3rd class missed, contact parent, suspension • Failure to comply/insubordination • Minor vandalism • Use of Profanity • Name Calling • Tobacco, Lighters and Matches • Bullying, Harassment • Leaving School Property	• Alcohol, Drugs • Arson • Assault • Assault of a Staff Member • Criminal Beh • Explosives • Extortion • Failure to comply/insubordination • Gambling • Inducing Panic • Persistent or flagrant violations • Physical or Emotional Harm • Fighting/Physical Harm • Reckless Use of a Vehicle • Repeated Offenses • Sexual Activity • Threatening a Staff Member • Vandalism • Weapons • Unauthorized use of district/building website

	• Head Coverings	• Sexual Harassment/Explicit Materials • Tardies ○ 7 tardies-1 Day of PASS ○ 8 tardies-2 days of PASS ○ 9+ tardies, referral to HB410 consequences • Trespassing/Unauthorized Areas • Safety and Security Violations • Theft • Unauthorized use of meds, equipment, technology	
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Restorative Strategies For Each Attendance/ Discipline Level (One or more can be taken by admin)

Level 1

- Teacher/Staff/Student Conference
- Parent/Guardian Conference
- Principal/Teacher/Staff/Student Conference
- Behavioral/Attendance Plan
- Am/Pm Detention
- Reflective Activity
- Peer/Adult Mentoring
- Referral to mediation, counselor, social worker, academic coach
- Individual/group intervention/programming (during school, after school)

Level 2

- Level 1 Restorative strategies
- Principal/Teacher/Staff/Student Conference
- Referral to Multi-Tiered System of Supports (MTSS) process
- Community Service
- Attendance/Behavior Plan
- Loss of Privilege
- Individual/group counseling
- Detention

Level 3

- Level 1, 2 restorative strategies
- Parent Outreach
- Arrange for mental health/counseling services
- Alternative drug treatment program as an alternative to suspension
- Out of school suspension (up to 5 days)

Incentives

1. Students who demonstrate quarterly perfect attendance will be placed in a drawing for gift cards.
2. Recognitions, affirmations, incentives, special days etc..



GUIDELINES FOR STUDENT USE OF COMPUTERS

YREC has invested a great deal of money and resources in order to provide electronic devices and software to help with your instruction and learning. Therefore, using the device is a privilege, not a right. To protect the hardware and software, students must agree to these expectations:

1. I agree to be respectful of the equipment. I will not abuse or mistreat the hardware, software, jump drives, discuss, and or manuals
2. I will show good behavior while using the device, just as I would in any classroom activity. I will behave and communicate in an appropriate way.
3. **I WILL NOT:**
 - Install any software or download any materials from the internet (e.g. programs, program enhancements, music, music clips, games, etc.
 - Set up instant messenger or visit any chat rooms.
 - Search the internet for pornographic, vulgar, obscene or defamatory sites.

- Use the computer to express obscene language, harass, insult or attack others.
 - Act out around equipment that could cause damage.
 - Plagiarize or violate copyright laws.
 - Create, view, distribute or store libelous material (false statements about another person that hurts their reputation).
4. I understand that these computers, software programs and internet access are available to me for the sole purpose of education as directed by my instructor
5. **I understand these guidelines, and I agree to follow them when I use YCSD technology, devices, and resources. I also understand that if I do not follow these guidelines, I may forfeit the privilege to use them.**



YREC/YSU Policies and Procedures

YSU Associate of Art Degree

The College of Liberal Arts & Social Sciences offers a general associate-level degree to students. This two-year degree encompasses general education courses, a concentration of the humanities, social sciences, or natural sciences, and elective hours. Y.R.E.C.'s Academic Coordinators work in conjunction with YSU to support students in obtaining an AA before completion of high school. **There are requirements that need to be met in order to complete an AA degree: a total of 60 credit hours of YSU courses which includes 21 credit hours of courses in the Social Sciences Concentration, and a minimum of a 2.0 overall GPA.**

11th & 12th Grade Coaching

YREC Academic Coach Role

The role of an **Academic Coach** is to help students to balance the many aspects of college life, such as multiple courses, assignments, co-curricular activities, and part-time jobs. Academic coaches assist students in juggling all these successfully while establishing and maintaining positive daily routines for them.

It is up to **Academic Coaches** to help students understand how to achieve academic success by employing strategies to improve current management structures.

The most important part of an **Academic Coach's** work is to assist students in understanding how to use their time and provide them with feedback on levels of organization or lack thereof which will inadvertently impact their studies.

Scheduling Y.S.U. Classes

All scheduling of college classes must go through the Academic Coordinators at YREC. **Students are NOT permitted to add or drop a course without permission from our Youngstown State University or Youngstown Early College Academic Advisors, the Dean, or the Guidance Counselor.** The ultimate goal of Early College is that students will earn 60 college credits for an Associate's Degree. However, it is inherent in the program's outline that all scholars will earn a minimum of 30 college credits prior to high school graduation.. The Academic Coordinators will help to guide students in taking appropriate courses.

Procedure for Reporting & Addressing Scholars Who Have Skipped College Classes

Attendance is strongly encouraged for academic success. Scholars are required to be in their scheduled courses at the scheduled time and day. To ensure scholar success, Academic Coaches take attendance daily. **If a scholar is not in class yet on YSU's campus, it is considered skipping. A parent will be notified when a student is in violation of the Skip Policy.**

Scholars will be required to meet with administration when in violation of the Skip Policy after the first incident. The second violation will require a meeting with the student and parent and administration. After the third incident, a student will receive an in-school suspension and be required to write an 500-1000 essay before being permitted to return to class. The fourth incident will be a 2-day out of school suspension and students will not be allowed to return to school until a meeting between college staff and the parent and student occurs.

If these absences result in a student receiving a F in the course, the student will be required to pay half of the total cost of the course. This payment must be paid in full before a student receives their diploma.

Skipping Classes

- 1 skip= 1 day of PASS, meeting with administration
- 2 skips= 2 days of PASS, parent conference, essay

- **3 or more skips= Out of school suspension, (# of days determined by repeated infractions, lack of response to intervention etc..)**

Behavior Expectation

All scholars represent Youngstown Rayen Early College High School, YCSD and YSU. Scholar character is to be extraordinary. Scholars have been given a special opportunity with the Youngstown Early College program. Scholars have the opportunity to earn an Associate's Degree by the time of high school graduation at little to no cost to the scholar's family. YREC expects their scholars to conduct themselves with dignity and respect for one's surroundings, instructors, and fellow scholars at all times.

The scholar behavior guidelines and policies apply to;

- any scholar in any building or on any school premises before, during, or after school hours;
- any scholar on any bus or other vehicle on which a scholar is being transported as a part of a school activity;
- any scholar during any school function, activity, or event;
- any scholar at any time when the scholar is subject to the authority of school personnel.
- any scholar whose conduct at any time or place has a direct and immediate effect on maintaining order and discipline in the schools or maintaining the general health and welfare of members of our school community.

YSU Summer Semester Courses

Scholars will have an opportunity to attend YSU summer semester courses. **This is optional but recommended to help students accumulate credit hours.** Parents are responsible for the cost of summer courses and books unless textbooks are available at YREC. **The cost per credit hour is a discounted rate of \$177.** Scholars have the option of taking 3-hour credit courses or 1-hour credit courses.

YSU Course Registration

Scholars will choose an appointment time prior to registration week in order to complete registration with Academic Coordinators. Scholars should be advised that there a limited number of classes available for enrollment each semester. The Academic Support Department strongly discourages any student from cancelling their registration appointment due to the limited availability of courses. Doing so can affect the amount of credit hours scholars receive.

Withdrawal Policy

It is not encouraged for students to withdraw from classes after the 100% refund date. Y.R.E.C pays for student tuition and when a class is dropped outside of a medical reason, and then Y.R.E.C will charge half the cost of the class.

1. Documentation must be provided to support the request (i.e., doctor's note stating diagnosis and that student is not able to perform/continue with class; any correspondence to instructor's regarding situation, etc.)
2. This form should be given to the Academic Coordinator's for review.

3. The Academic Coordinators will then take submission to the Dean/Principal for recommendation.
4. The final decision will be communicated with the Advisor to relate to the scholar.

Academic Monitoring of YSU Grades

College courses do not post a nine weeks grade, unless taught by a YREC instructor. Therefore, it is important that scholars, parents, faculty, and staff monitor grades each week. Weekly grade checks will occur using the college account (YSU Banner) to help students monitor his/her classes. Some courses may only have a midterm and final exam therefore, it is important to keep up with weekly progress.

At any time, mandatory tutorials are required of any scholar who has a grade of D or lower. Tutorials are recommended for any scholar who has a C in high school and/or college class. These tutorials will occur Tuesday through Thursday from 2:30pm-4:00 p.m.

Transportation is provided on these days. In addition, the computers are available on other afternoons in the Coaches Department now located on the second floor.

YSU does not mail grade cards to scholars. **Scholars may check grades via the MyYSU portal by clicking on Records and Registration (Registrar) in the student section.** Scholars are expected to check grades at the end of each semester. Scholars should always stay aware of their academic standing.

YSU Academic Standing (Warning, Probation, Suspension, and Reinstatement)

Scholars are required to maintain a minimum grade point average to remain in good academic standing; the minimum gpa for students with fewer than 32 hours completed is 1.75, and the minimum gpa for all other students is 2.0. If you fall below the minimum you will be placed on academic warning.

If you fail to bring your average up the next semester you will be placed on academic probation. Another poor semester will result in academic suspension from Youngstown State University.

This outcome will result in the student being transitioned to their home school after a meeting with school administration.

YSU Incompletes

If a scholar is enrolled in a course, but then is unable to complete the course due to medical, personal, and/or events out of their control, professors can grant a student a grade of (I) incomplete. Scholars would have to have completed satisfactory work in the course for the professor to issue an (I) incomplete upon emergency. This (I) incomplete is given as a grade on the report card until the student completes the remaining coursework. Scholars are given a time period to complete this work, established by the professor. If the coursework is not completed by the timeframe given, an (F) will replace the (I) on scholar's official transcript.

Textbooks

Students who are enrolled in summer semester courses are responsible to purchase textbooks with the exception of summer fast track students and/or textbooks are in stock at YREC.

Y.R.E.C./YSU Withdraw Policy:

It is not encouraged for scholars to withdraw from classes after the 100% refund date. Y.R.E.C pays for scholar tuition and when a class is dropped outside of a medical reason, and then Y.R.E.C eats the costs.

1. Documentation must be provided to support request (i.e., doctor's notes stating diagnosis and that student is not able to perform/continue with class; any correspondence to the instructor's regarding situation, etc.)
2. This form should be given to the Academic Coordinator's for review.
3. The Academic Coordinators will then take submission to the Dean/Principal for recommendation.
4. The final decision will be communicated with the Advisor to relate to the student.

Class Drop Book Procedure - If a scholar drops from an YSU class, the scholar must return the book(s) to the Academic Coordinator. The class drop deadline for book return is Wednesday, September 5th. The purchase receipt must be attached to the book form in order to drop the class.

Book Collection Procedure -

1. Scholars will turn in book(s) to your Academic Coach
2. The Coach will pull the Book Request Form and record the date the student turned in the book(s) and their initials in the "Date of Return" & "Staff Initials" column.
3. Any missing book(s) will be communicated to the parent/scholar via email, phone, and/or mail
4. Junior scholars that have any book(s) outstanding **cannot** fill out a book form for the following semester until the book(s) are either returned or Y.R.E.C is reimbursed for the cost of the book(s).
5. Senior scholars that have any book(s) outstanding will have their high school diploma held until the book(s) are either returned or Y.R.E.C is reimbursed for the cost of the book(s). Students will be able to attend graduation, and walk the stage.

Senior and Junior Textbook Procedures

Seniors and juniors taking courses at YSU will be able to have access to you required textbooks before classes start.

Y.R.E.C Textbook Procedure –

1. Scholars must make an appointment with your Academic Coach and fill out a book form.
2. Scholars must provide a minimum of their name, course title(s) and author(s) on the form.
3. Scholars will be informed by coaches, if the textbook(s) are available in the high school college room and given direction on check-out and return procedures. If the textbook(s) are not available from the college room, students will purchase book(s) at YSU Bookstore.
4. Scholars will only purchase textbooks from the college bookstore when given permission from academic coaches.

YSU Barnes & Noble Procedure - If a scholar need book(s) at the YSU Bookstore bring a copy of your schedule and/or class syllabus with your YSU photo ID to the Bookstore. Please purchase used books when they are available. Scholars are **required** to give purchase receipts to their Academic Coach/Coordinator to attach to book form. YCS will pay for require book(s) for college classes **ONLY**, but general supplies such as paper, pencils, pens, notebooks, blue books and other items of general use are not eligible for purchase. Parents will be notified if your son/daughter did not purchase a book for their college class. Please contact the Academic Coordinator(s) for specific instructions.

YSU Bookstore Located in: Youngstown State University **Address:** 300 5th Ave, Youngstown, OH 44502 **Phone:** (330) 318-3331

Hours: Mon-Fri 8:30am-5:00pm

Protection of Pupil Rights Act

The Protection of Pupil Rights Amendment (PPRA) requires your 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:

1. Political affiliations
2. Mental and psychological problems potentially embarrassing to the student and his/her family
3. Sex behavior and attitudes
4. Illegal, anti-social, self-incrimination and demeaning behavior
5. Critical appraisals of other individuals with whom respondents have close family relationships
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers
7. Religious practices, affiliations, or beliefs of the student or parents, or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

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

Parents or students who believe their rights under PPRA may have been violated should first contact their building principal. If concerns still exist, they may file a complaint by writing the Family Policy Compliance Office. Complaints must contain specific allegations of the fact giving reasonable cause to believe that a violation of PPRA occurred.

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, D.C. 20202-4605

The schools in the school district seldom administer surveys, analysis, or evaluations in the eight

areas above. When they do so, they customarily announce them in the building newsletter prior to the administration.

Special Education

The Individuals with Disabilities Education Improvement Act (IDEA) prescribes that students with disabilities be placed in the regular classroom with supportive aids and services as long as their individual goals can be met. YCSD supports this philosophy by providing flexible services to the general education classrooms. We do not deny students the right to be taught in a special class if that option meets his/her needs. We offer the full continuum of services and placements to meet the unique needs of each individual student. Services range from consultation to support in the general education class to small group special class individualized instruction.

YCSD is committed to provide a Free Appropriate Public Education (FAPE) for children with disabilities. Stressed throughout the special education program at all grade levels are the importance of family involvement, collaboration with all team members, accountability and the use of general education curriculum. Buildings have planning and problem solving teams that plan for services for students.

All students with disabilities are provided rights ensured under IDEA.

YREC Staff Directory

Youngstown Rayen Early College

TEACHER/STAFF ROSTER

2022-2023

ADMINISTRATIVE STAFF	POSITION	IF YOU NEED....	ROOM #	EXT. / Email @youngstown.k12.oh.us
JONES, MONICA	PRINCIPAL	ANYTHING	131	monica.jones x7923
AMIL, TARA	ASSISTANT PRINCIPAL	DISCIPLINE, STUDENT CONCERNS, INSTRUCTION, CULTURE AND CLIMATE, TESTING COORDINATOR	217	tara.amil x7216
KONDELA, MARGO	GUIDANCE COUNSELOR	TRANSCRIPT, HS CLASSES/ISSUES, SCHOLARSHIPS, NHS, CONFIDENTIAL COUNSELING, GRADUATION REQUIREMENTS		
GRAHOVAC, JOHN	UTILITY ADMINISTRATOR	BUILDING, SAFETY, DISCIPLINE	102	john.grahovac

VANCOBB, CEEAIRRAH	COLLEGE COORDINATOR	COLLEGE COACHES, COLLEGE REGISTRATION, COLLEGE PROGRESS MONITORING, COLLEGE ISSUES, COLLEGE ID'S, COLLEGE TEXTBOOKS, HS/COLLEGE SUPPORT	110	
THORNTON, TONYA	COLLEGE COORDINATOR	COLLEGE COACHES, COLLEGE REGISTRATION, COLLEGE PROGRESS MONITORING, COLLEGE ISSUES, COLLEGE ID'S, COLLEGE TEXTBOOKS, HS/COLLEGE SUPPORT	109	
MITCHELL, SANDRA	SECRETARY	GENERAL INFORMATION, RECORDS, REQUISITIONS, BUILDING PERMITS	130	7923 330-744-7923 terri.whipple
CHRESTAY, CHRISTINE	SOCIAL WORKER	CONFIDENTIALITY COUNSELING, CONNECT AND PROVIDE ALL TYPES OF RESOURCES FOR EMOTIONAL< BEHAVIORAL AND ACADEMIC STUDENT PARENT AND STAFF SUPPORT	218-J	
STEVENS, NATHEA	PARENT ADVOCATE	SUPPORT /ADDRESS PARENT CONCERNS, RECRUIT NEW PARENTS TO VOLUNTEER, ORGANIZE PARENT ACTIVITIES		

Last Name	First Name	Title	Email Address
Amil	Tara	Assistant Principal	tara.amil@youngstown.k12.oh.us
Bansal	Neena	Math Teacher	neena.Bansal@youngstown.k12.oh.us
Chrestay	Christine	Social Worker	christine.chrestray@youngstown.k12.oh.us
Ciminero	Jodi	Educational Assistant	jodi.ciminero@youngstown.k12.oh.us
Davis-Mitchell		Nurse	
Dunlap	Ian	ELA Teacher	ian.dunlap@youngstown.k12.oh.us

Fernback	Gina	HS Academic Coach/ Phys. Geog Instructor	gina.fernback@youngstown.k12.oh.us
Ferguson	Hannah	Community Engagement Coordinator/Academic Coach	hannah.ferguson@youngstown.k12.oh.us
Gilanyi	Nicholas	Social Studies Teacher	nicholas.gilanyi@youngstown.k12.oh.us
Grahovac	John	Utility Administrator	john.grahovac@youngstown.k12.oh.us
Green	TraVaysha	College Academic Coach	travaysha.green@youngstown.k12.oh.us
Hadi	Saedah	ELA Teacher	saedah.hadi@youngstown.k12.oh.us
Hadi	Wafa	Academic Coach	wafa.hadi@youngstown.k12.oh.us
Adjular	Gilbert	Head Custodian	fred.hardy@youngstown.k12.oh.us
Jones	Monica	Principal/Dean	monica.jones@youngstown.k12.oh.us
Kernan	Chelsea	Math Teacher	chelsea.kernan@youngstown.k12.oh.us
Kinthead	Timothy	Social Studies Teacher	timothy.kinthead@youngstown.k12.oh.u
Kondela	Margo	School Counselor	margo.kondela@youngstown.k12.oh.us
Lane	Benjamin	Academic Coach	benjamin.lane@youngstown.k12.oh.us
Lawrence	Dontrell	Academic Coach	dontrell.lawrence@youngstown.k12.oh.us
Macklin	Dorothy	Academic Coach	dorothy.macklin@youngstown.k12.oh.us
Macklin	Ashley	Academic Coach	Ashley.macklin@youngstown.k12.oh.us
Meeker	Jennifer	Math Teacher	jennifer.meeker@youngstown.k12.oh.us
McKee	Whitney	TSA/Dean	whitney.mckee@youngstown.k12.oh.us
Nalbach	Bryce	Social Studies Teacher	bryce.nalbach@youngstown.k12.oh.us
Ramos	Marines	Spanish Teacher, Senior Class Advisor	marines.ramos@youngstown.k12.oh.us
Richardson	Valetta	Matron	
Robinson	Natasha	Secretary	natasha.robinson@youngstown.k12.oh.us
Robinson	Mark	Science Teacher	mark.robinson@youngstown.k12.oh.us

		Lead SYSOP	
Scottoduccio	Christine	Intervention Specialist	christine.scottoduccio@youngstown.k12.oh.us
Sdregas	Kalliope	Alg 1 Teacher	kalliope.sdregas@youngstown.k12.oh.us
Slaubaugh	Cassandra	Physical Sci/BIO/Chem Teacher	cassandra.slaubaugh@youngstown.k12.oh.us
		School Nurse	
Stevens	Nathea	Parent and Family Engagement Coordinator	nathea.stevens@youngstown.k12.oh.us
Tabor	Marlayne	AP ELA Teacher SYSOP	marlayne.tabor@youngstown.k12.oh.us
Tabus	Diane	Attendance Secretary	diane.tabus@youngstown.k12.oh.us
Thornton	Tonya	Academic Coordinator YREC/YSU	tonya.bunkley@youngstown.k12.oh.us
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YREC Communication Platforms To Reach YREC Scholars, Staff and Administration

Platform	Audience	Description
Email	Admin, staff, parents, scholars	Email will be used for all major communications and announcements, including those from the Principal and Admin Team. Faculty will also use email to communicate, although they will use other platforms to interact with their students as well.
Google Suite	Admin, scholars, staff, parents	Google GSuite (including Gmail, Docs, Classroom, etc.) will continue to be the platform used by many teachers.
Zoom, Google Meet	Staff, scholars, admin	Zoom and Google Meet are online

		video conferencing platforms that allow for live group meetings, hosted by admin and staff.
Facebook (YREC page and District page)	All stakeholders	Social media platform to connect with parents, scholars, staff and school community.
School Website	All stakeholders	Social media platform to connect with parents, scholars, staff and school community.
School Messenger/Robo Calls	Scholars and Parents	Phone messaging calls made by YREC administration to inform scholars and parents of school updates