

HERE We Grow

MONTHLY HEADLINES FROM THE ESC OF LAKE ERIE
WEST COMMUNITY SCHOOLS CENTER



DIRECTOR'S HEADLINE

Welcome back from what was hopefully a relaxing and enjoyable holiday break! As the school year resumes from this much needed time away, it is crucial to recognize the significance of guiding your students back into the routines and expectations of school life. The holiday break often brings a shift in their focus and behavior, and re-acclimating them to school rules and procedures is essential for a smooth transition. Reinforcing a positive and structured learning environment not only fosters a conducive atmosphere for academic success but also promotes a sense of community and responsibility among our students. By working together to remind them of the importance of adhering to these guidelines, you can ensure a productive and harmonious start to the remainder of the school year.

I encourage each of you to collaborate with your respective teams, sharing insights and strategies to make this re-acclimation process engaging and effective. Capitalize on this opportunity to set a positive tone for the upcoming semester, fostering a culture of respect, responsibility, and mutual support.

Thank you for your ongoing commitment to the success and well-being of your students.

MORE INSPIRING READS THIS MONTH:

School Spotlights	2
ESCLEW Book Club	3-4
Governing Authority	4
Academic Services	5-6
Compliance	7
Special Education	8-9
Professional Development	10
ESCLEW Staff	11

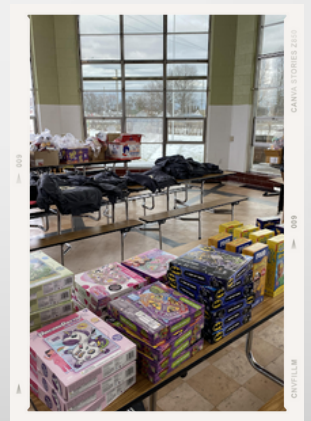
OUR MISSION

"The ESCLEW Community Schools Center is a student-centered authorizer of charter schools, advancing quality educational opportunities throughout the state of Ohio"

School Spotlights

SUMMIT ACADEMY COMMUNITY SCHOOL FOR ALTERNATIVE LEARNERS - LORAIN Stuffing the Summit Stockings

The school administration, lead by Director Jasmine Rengh, collected donations from local community partners to provide items for the school's "Stuff the Summit Stockings" event. The donations were magically transformed into many gifts for every student. On the last day prior to winter break, all students received a school sweatshirt, a stocking filled with snacks and toys, a board game, and personal hygiene products. It is truly remarkable to see all of the generosity from the community and staff to make sure every student experiences joy for Christmas.



**AND THE WINNER GOES TO....
BUCKEYE ONLINE SCHOOL FOR SUCCESS!**



The ESC of Lake Erie West would like to congratulate Buckeye Online School for Success (BOSS) for winning "Best of the Best" in the category of Private/Cyber Schools K-12. Each year the *Morning Journal*, based out of Lisbon, Ohio, recognizes local businesses, schools, and services who are going above and beyond in their distinctive fields. We are excited for BOSS' accomplishment and invite you all to join us in congratulating BOSS for this special honor.

WAY TO GO BOSS!

ESCLEW Book Club

Headlines

Written by Julie Kadri

To Lead is to Teach:

Stories and Strategies from the Classroom to the Boardroom



Author Jim Mahoney divides his book into two parts. Part II includes compact lessons informed by the author's experiences and thoughts and practices of current writers, thinkers, and researchers. At the end of each chapter are three actionable pieces that can be used by practitioners to introduce, reinforce, or teach the topic of that chapter.

Part II Life Lessons Learned – Chapters 15-16

Make Relationships Matter Most

In Chapter 15, Jim shares stories and tips on how to develop positive and meaningful relationships.

- **Your Relationship with Yourself.** Jim says, “Perhaps the first relationship to build is with yourself. Happiness is an indispensable ingredient in your success.” Shawn Achor, author of *The Happiness Advantage*, encourages people to boost overall happiness through meditation, find something to look forward to, commit conscious acts of kindness, infuse positivity into your surroundings, exercise, spend money on experiences not stuff, and exercise a signature strength.
- **Relationships with Students.** Jim identifies five key factors to build relationships with students: enthusiasm, engagement, equality and caring, expectations, and encouragement.
- **Relationships with Staff and Coworkers.** Whether you are a principal, teacher, or board member, imagine you are a student and ask yourself, “What kind of principal, teacher, or board member would I want?” Then be that kind of professional. Engage in the reciprocal effect of random acts of kindness. Write personal notes to people to thank, acknowledge, and encourage them.

Build Constructive Relationships

“You can make more friends in two months by becoming interested in other people than you can in two years by trying to get other people interested in you.” – Dale Carnegie

In Chapter 16, Jim shares more practical advice on building relationships with research from *Bringing Out the Best in Teachers* by Joseph Blase and Peggy Kirby. Jim created an acronym to remember the main ideas: PIES.

- **Praise** – Establish an authentic tradition of praise and respect. One of the most beautiful compensations of life is that you cannot give a bouquet of flowers to someone else without retaining some of the fragrance for yourself.” – Ralph Waldo Emerson
- **Involvement** – Strategically involve people in issues using active participation.
- **Expectations** – What do you expect of your school, students, and staff members? How do you communicate your expectations?
- **Standing Beside** – Be present as a leader and stand with your students, staff, and school, especially in difficult times.

Governing Authority Headlines

Written by Julie Kadri

State Board of Education Update

On November 9th, Governor DeWine nominated Stephen D. Dackin, former Member-at-Large on the Ohio State Board of Education, as Director of the Department of Education and Workforce (DEW). Dackin was approved by the Republican-majority Senate on Wednesday, December 6th.

On December 12th, The State Board of Education announced Paul Craft as the next superintendent of public instruction. Craft is currently the superintendent of Buckeye Valley Local Schools. With the passage of the budget bill on June 30th, many of the state board’s duties were transferred to the newly created DEW. The state board will now narrow its focus to areas involving educator licensure, evaluations, professional conduct, the Resident Educator Program, and the annual Ohio Teacher of the Year recognition.

Academic Services

Headlines

Written by Kristi Hayward

EDUCATOR LICENSURE, CERTIFICATES, AND PERMITS – WHAT YOU NEED TO KNOW!

As many schools have worked the first half of the year just trying to fill vacant positions within the school, staff shortages still pose a huge problem for our schools. School administrators are employing creative strategies to manage responsibilities such as class coverage, lunchroom supervision, study hall oversight, and recess. However, it is crucial that individuals overseeing or instructing students during any school-related activity possess a valid license, certificate or permit issued by the State Board of Education, Office of Educator Licensure.

For Community School Leaders, office staff, and auxiliary personnel who may be called upon to cover a classroom, and do not hold an active educator license, obtaining a substitute license is imperative. Those tasked with student monitoring, whether in a classroom, lunchroom, or other times throughout the day, and holding no other license, certificate or permit, should apply for either a substitute license or educational aide or student monitor permit. Additionally, **all classroom aides must have an aide permit**.

If you have any staff members in the role of a teacher of record who hold a “General Substitute” license, the school’s Governing Authority will need to re-approve the staff members for that position at the next regular scheduled meeting. This is a requirement that must be completed once a semester to ensure the school is paying all employees correctly and to avoid a finding for recovery on the annual school audit.

Adhering to this protocol not only minimizes risks to the school but also fulfills a compliance requirement that will be reviewed during Department on-site and desk reviews. Find more detailed information on licensure requirements specific to community schools. Please reach out to your legal counsel if you have additional questions or need more information.

Academic Services Headlines

Written by Kristi Hayward
KNOW YOUR COHORT – KNOW YOUR TIMELINES

As we enter a new calendar year, it is important to clarify the timelines and expectations of each EDSTEPS Cohort. Should you have additional questions after reviewing the information below, please feel free to reach out to the [Office of Community Schools](#).

Cohort 1 Schools:

This is the first year for our Cohort 1 schools to use EDSTEPS. One Needs Assessment and One Plan will open in mid-January. The One Needs Assessment is the precursor to completing your One Plan. All One Plans are to be completed by April 30, 2024.

Cohort 2 Schools:

Cohort 2 schools designated as Comprehensive Support and Improvement (CSI, formerly Priority) as well as re-identified Focus or Warning schools (now identified as Additional Targeted Support and Improvement, ATSI) must complete the Support Schools Tool survey for the current fiscal year (FY24). The tool will open in January 2024 and will close on March 1, 2024.

Schools who have been removed from the CSI or ATSI list will no longer be required to complete the Support Schools Tool but are encouraged to use the tool to monitor the implementation and progress of their EDSTEPS Plan.

Should you have questions or need further guidance, please contact [Office of Community Schools](#).

Cohort 3 Schools:

Cohort 3 Schools should have their EDSTEPS plans submitted and approved by the Department with all rubrics scored. Plans that were reviewed using the rubrics outlined in Ed Steps and returned should be edited and resubmitted for Agency approval. If you have a plan that is pending agency approval, please check the status of your plan. Please contact your Fiscal and Authorized Representatives as needed to progress your plan to “Agency Review”.

Trainings for One Needs Assessments and EDSTEPS will be offered by the Agency throughout the months of January and February. If you are unsure of your current Cohort please reach out to your Regional Technical Assistance Educator and/or the ESCLEW Academic Services Team Leader, Kristi Hayward. More information regarding training opportunities and submission requirements will be coming from the ESCLEW Community Schools Center soon.

Compliance Headlines

ITEMS OF NOTE

January 2024

Please note, ESCLEW is asking schools to send **original signed fall modifications and evidence of board approval** (approved meeting minutes or resolution) to the Community Schools Office **via postal mail** in addition to the Epicenter tasks for these items. **If the school uses a secure electronic document signature system to sign the modification, there is no need to mail it via post.** Please contact Julie Kadri with any questions.

Financial Submission

#517-B Designated Fiscal Officer – Bond – Licensing – Please submit into Epicenter the governing authority approved resolution waiving the requirement that the school's governing authority employs or contracts with the designated fiscal officer. If this is not applicable, please type N/A in the task narrative..

School Submission

#715 Information and Training Regarding Sudden Cardiac Arrest – Any school involved in interscholastic athletics must require coaches to complete training on sudden cardiac arrest, AND each participating student must submit the required designated school official form as specified in ORC 3313.5310. In Epicenter, please submit evidence of training and one copy of designated school official form.

OHIO DEPARTMENT OF EDUCATION AND WORKFORCE UPDATES

- As a reminder, Ohio law now requires all student wellness and success funds allocated in Fiscal Years 2020 to 2023 be spent prior to June 30, 2025.
- The newly revised Transportation Concern Form is available to formally report concerns about pupil transportation services.
- Districts and schools should make arrangements to ensure results for Ohio's State Tests are communicated to parents by the statutory deadline of June 30, 2024.

January 2024

Compliance Requirement	Due Date	Type	Responsibility
------------------------	----------	------	----------------

Monthly Financial

Financial Reports - December	January 15	Submission	Linda
#517-B Designated Fiscal Officer – Bond - Licensing	January 31	Submission	Linda

Board Submissions

Approved Governing Authority Meeting Agenda	2 Weeks After Meeting	Submission	Regional Rep
Approved Governing Authority Meeting Minutes	2 Weeks After Approval	Submission	Regional Rep

School Submissions

#122 State Diploma Seals (Secondary Schools)	January 31	Submission	Julie
#123 Requirements for High School Graduation; Workforce or College Preparatory Units (Secondary Schools)	January 31	Submission	Julie
#715 Information and Training Regarding Sudden Cardiac Arrest	January 31	Submission	Julie

Special Education Headlines

Written by Jessica Bair and Heather Tester

2024 Federal Quota Registration of Blind Students

On December 13, 2023, the [Assistive Technology and Accessible Educational Materials \(AT&AEM\) Center](#) at OCALI, on behalf of the Ohio Department of Education and Workforce's Office for Exceptional Children, securely emailed the annual [Federal Quota Registration of Blind Students](#) to all Ohio school districts. This email requests all Ohio districts and community schools to electronically register every legally blind student attending their district. Please be sure to include all eligible preschool, homebound, home schooled, and adult students.

The 2024 Federal Quota Registration of Blind Students must be completed online through the AT&AEM Center's [web portal](#) and electronically signed by the superintendent by Feb. 16, 2024. Students will not be registered if the superintendent does not log into the web portal to submit their electronic signature. The Federal Quota registration generates supplemental funds for registered students that the AT&AEM Center utilizes to purchase supplemental accessible educational materials at the district's request from the American Printing House for the Blind.

If you have questions regarding the registration eligibility or process, please contact fqaemsupport@ataem.org or join one of the AT&AEM Center's open office hours. For more information on the upcoming office hours on Jan. 17, Jan. 31, and Feb. 12, please visit the AT&AEM Center's website.

Notable Item

Need an answer to a frequently asked question?

Click [here](#) to access our resource guide.

Special Education Headlines

Written by Jessica Bair and Heather Tester

Special Education Profiles

The Department of Education and Workforce released the first round of the 2023-2024 profiles in December. Data on the profile reflect the 2022-2023 school year. A second release on disproportionality will be released in February 2024. **All schools who have required action on their profile are required to have a meeting with their Special Education Specialist. They will be reaching out to you via email to schedule a call.** The department sends emails to superintendents, special education contacts, and community school sponsors with instructions to access their profiles through the Secure Application for Enterprise (OH|ID) [web portal](#). District users must have one of the following roles in the Ohio Educational Directory System ([OEDS](#)) assigned by their district's OEDS administrator to access these reports:

Superintendent
Assistant Superintendent
Superintendent Designee
Special Education Contact

Director-Special Education-General
Coordinator-Special Education-General
Supervisor-Special Education-General
Primary Contact-Sponsor

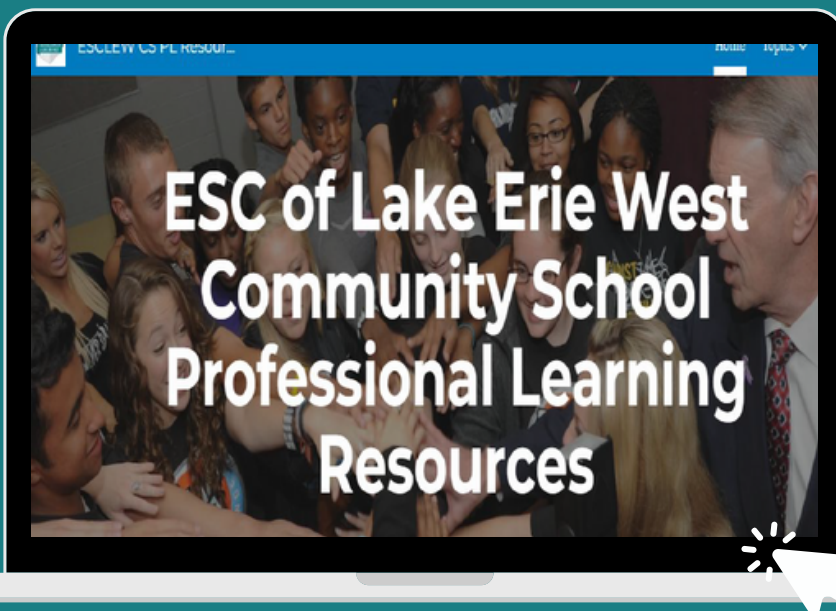
2024 ACT and SAT Registration

Do you have students that require accommodation support for the state funded ACT and SAT? Remember to request approval for those accommodations prior to the late registration date.

For more information click [here](#).

Professional Development Headlines

Our winter 2024 Professional Learning Newsletter is now published. Please take a few moments to read about the upcoming professional learning available as well as consultation services that are always available and ongoing.



Please visit our Professional Learning Website to discover additional face-to-face and virtual learning.

ESCLEW Staff

Superintendent

Sandra C. Frisch

ESCLEW Governing Board

Jared Lefevre
Brent Buehrer
Jeff Bunck
Thomas Ilstrup
Joan Kuchcinski

Treasurer

Richard A. Cox

Director

Kurt A. Aey

Administrative Offices

2275 Collingwood Blvd.
Toledo, OH 43620
(419) 245-4150

Community Schools Center

4955 Seaman Rd.
Oregon, OH 43616
(419) 246-3137

www.esclakeeriewest.org

COMMUNITY SCHOOLS CENTER

CONTACT INFORMATION

DIRECTOR, COMMUNITY SCHOOLS CENTER

Kurt Aey (419) 246-3142

TEAM LEADER, ACADEMIC SERVICES TEAM LEADER, OPERATIONS

Kristi Hayward (419) 214-3893

Julie Kadri (419) 724-4288

SCHOOL IMPROVEMENT AND ACADEMIC SPECIALIST

Aimee Mendelsohn (419) 280-1661

SPECIAL EDUCATION SPECIALISTS

Jessica Bair (419) 367-3562 and Heather Tester (419) 260-4793

FINANCIAL CONSULTANT

Linda Moye (419) 724-4291

ADMINISTRATIVE ASSISTANT

Natalie Miller (419) 246-3137

IN NEED OF TECHNICAL ASSISTANCE?

Contact your school's regional technical assistance educator (RTAE) for direct support related to on-site visits, governing authority updates, compliance, academics, and more.

Brittany Beck

(419) 461-5375

DeAnna Hardwick

(330) 591-0217

Augie Herman

(937) 243-4900

Allison Lentz

(419) 260-7708

Joyce Lewis

(419) 290-4759

Jennifer Little

(419) 764-9545