

Southwest Licking Digital Academy

The Southwest Licking Digital Academy (SWLDA) is a K-12 on-line community school separate from, but created by the Southwest Licking Board of Education. We partner with TRECA, an organization that has already established one of these on-line schools. TRECA has been an innovator in this kind of "E-School". The school was established to reach students we currently do not reach in traditional "brick and mortar" schools. It was set up as a "Conversion School" to tap state grants and resources to cover costs. The Southwest Licking Digital Academy uses certified teachers. We currently serve full-time and part-time students. All courses are taught using the internet and e-mail. The curriculum follows state standards established by the Ohio Department of Education.

What is the cost to parents for enrolling their student in SWLDA?

- Students are admitted at no cost
- The digital academy provides a computer, a printer (elementary only), scanner for the student's use.

Who might benefit from an on-line education?

- Students who are at home because of extended illness
- Students who are currently being home schooled whose parents are looking for a solid curriculum
- Students who are unlikely to return to school due to parental and/or work obligations

If you have additional questions or desire more information about the Southwest Licking Digital Academy, please call: 740-927-3941 or email Jeff Severino at jseverino@laca.org

Plan for Unexpected School Closings, Early Release, and Delays

When a decision is made to close school, it is made known IMMEDIATELY to the radio and television stations printed below and posted on our website, www.swl.k12.oh.us. You may sign up for email alerts on our website giving you up-to-date information. Once again, SWLS will be using the PreK-12 Notification Service to notify parents through a phone call or email message. Please contact Shawn Toy with changes or questions at stoy@laca.org or 740-927-3941.

WCOL Columbus 92.3 AM/92.3 FM
 WBNS Columbus 97.1 FM/1460 AM
 WNCI Columbus 97.9 FM
 WSNY Columbus 94.7 FM
 WCLT Newark 100.3 FM/1430 AM
 WHTH Newark 790 AM
 WHOK Lancaster 95.5 FM
 ONN Ohio News Network
 WCMH-TV Channel 4
 WTVN-TV Channel 6
 WBNS-TV Channel 10
 WTTE-TV Channel 28



PATASKALA PUBLIC LIBRARY

927-9986 927-4257
 Fax: 964-6204

School Hours

Monday - Thursday 10:00-9:00
 Friday 10:00-6:00
 Saturday 10:00-5:00

Summer Hours

Monday - Thursday 10:00-8:00
 Friday 10:00-5:00
 Saturday 10:00-5:00

Where to Call In An Emergency

POLICE & FIRE 911

PUBLIC SCHOOL HELPLINE 1-866-547-8362

LEADS COMMUNITY ACTION AGENCY

LEADS Evans Community Center 927-9861
 Head Start 927-1267
 Buckeye Lake Neighborhood Center 928-4481

POISON CONTROL 1-800-222-1222

LICKING COUNTY EDUCATIONAL SERVICE CENTER

Dr. Nelson McCray, Superintendent
 675 Price Road, Newark, Ohio 43055
 740-349-6089

STATE BOARD OF EDUCATION (9th District)

Michael Collins
 6169 Sugar Maple Dr. Westerville, OH 43082
 614-299-8596
 EMail: Michael.Collins@ode.state.oh.us

OHIO SENATE

State Senator Tim Schaffer
 Senate Office Building, Columbus, Ohio 43215
 614-466-5838
 EMail: sd31@senate.state.oh.us

OHIO HOUSE OF REPRESENTATIVES

Ohio Representative Jay Hottinger
 77 South High Street
 Columbus, Ohio 43215
 614-466-1482
 EMail: district71@ohr.state.oh.us



Open Enrollment/Tuition Students

The Southwest Licking Local School District does not accept tuition students or allow students from adjacent school districts to enroll in programs of our district on a non-tuition basis or under open enrollment policy.

Important Notice for New Students

When new students (K-12) are registered, the parents must bring the student's original birth certificate, immunization record, proof of custody if applicable, proof of residency, and social security number.

School Age Child Care

A before and after school age child care program is available to the parents and children in Southwest Licking Local Elementary Schools. It is housed for the district at Etna Elementary and Pataskala Elementary Schools. Transportation is provided for the students from Kirkersville Elementary School.

The program is more than a series of activities. It is the entire experience of staff and children working together. It is a world where interest is focused on children as individuals and as members of a group.

The program is a positive, rewarding experience for children, as well as a means of giving the parents peace of mind in knowing their children are being well cared for.

The program center is open from 6:00 to 8:30 AM (morning session), and from 2:50 to 6:30 PM (afternoon session). Enrollment is open all year long on a space-available basis. Preregistration is required for all programs. For information or registration, please contact:

WORLD OF WONDERMENT
99 OAK MEADOW DRIVE, PATASKALA, OH 43062
740-927-8283

Licking County Health Department 740-349-6535

Tuesday 1:30 PM-3:30 PM & 4:30-6:00 By Appt.
By appt. Wednesday 9:00-11:00
Thursday 10:00 AM-11:30 AM & 1:00 PM-3:30 PM

Our Lady of Mt. Carmel Church 740-349-6535

5133 Walnut Road SE, Buckeye Lake
1st Wednesday each month
9:00 AM-11:30 AM and 1:00 PM-3:30 PM

Church of Ascension 740-349-6535

276 South Main Street, Johnstown
4th Wednesday each month
9:00 AM-11:30 AM and 1:00 PM-3:30 PM

Pataskala Fire Department 740-349-6535

850 E. Broad Street, Pataskala
3rd Wednesday each month
9:00 AM-11:30 AM and 1:00 PM-3:30 PM

Southwest Licking Local School District
Income Tax Number is: 4510

Watkins Memorial High School
ACT & SAT Code Number is: 364-025

Kindergarten Immunization Requirements

What are the kindergarten immunization requirements? 1) 5 doses of D.P.T. 2) 4 doses of Polio ; 3) 2 doses of MMR; 4) 3 Hepatitis B; 5) 2 doses of Varicella . These records must include the month, day, and year that the immunizations were given. The number of shots required by law meets minimum requirements only. **The same law requires exclusion from school of those students who do not meet the minimum requirements.** The required immunizations can only be waived under circumstances that should be discussed with the school principal.

All kindergarten registration papers (shot record, social security number, verification of birth [a birth certificate obtained through the Bureau of Vital Statistics, not a hospital record], proof of guardianship if applicable, and proof of residency) must be on file before any student attends.

If you do not have your child's birth certificate, please contact the following for information on how you may obtain it: Bureau of Vital Statistics, P.O. Box 15098, Columbus, Ohio 43215-0098, (614) 466-2531.

The Licking County Health Department provides clinics for immunizations at the locations listed to the right. Please plan to go early and take with you any records of immunizations. A parent or guardian must accompany students under the age of 18. A nominal fee of \$5.00 is charged; however, no one will be turned away. Medical cards are accepted.

Medication Form Needed

A form which is available in all school offices must be completed by parents or guardians and the prescribing physician when medication is prescribed that cannot be scheduled outside school day hours. Therefore, when you take your student to the doctor, you should take this form with you and have the physician provide the requested information **IF** the medication prescribed cannot be scheduled for times other than school hours.

When you send medication to school, it must be in its original container and accompanied by the form with both sides requiring statements from parents and the prescribing physician completed. **MEDICATION WILL NOT BE GIVEN/ADMINISTERED UNLESS A FORM IS ON FILE.**

We will continue to administer nonprescription items, supplied by the parent, such as aspirin substitutes and cough drops, on the basis of parental signed permission forms; however, due to publicity surrounding the possible link between aspirin and incidences of Reyes Syndrome, we will not administer aspirin to a student without a doctor's prescription and the completion of the forms. Parents must provide Tylenol, cough drops, etc. in original containers with the signed permission forms.

Federal Funds for Special Education Services

Parents, staff, and community members are given this opportunity each year to make suggestions as to how the district should spend funds provided by the federal government for special education services. In previous years, Southwest Licking Schools has used these funds to cover some special education salaries, supplies, equipment and services for students with IEPs. If you would like to make a suggestion about how the IDEA-Part B funds are used in our district, contact Beth Reyna-Williams, Director of Pupil Services, 927-3941.

Grading Practices

Grade Cards

Grade cards will be issued to students at the end of each 9 week period.

We encourage parents wanting to discuss a grade with a teacher to make an appointment with the building secretary to check the teacher's availability.

Progress Reports

Progress reports will be issued halfway through each grading period and may be used to indicate both serious deficiencies and outstanding performance. It is hoped that the parents of students with deficiencies will contact the school to arrange for a conference with the teacher. It is also the teacher's option to send progress reports out at any time.

Tdap Immunization Requirement

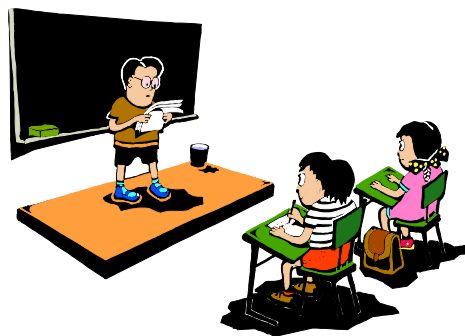
Ohio Legislature *requires* all students who have completed the 6th grade to receive a Tdap or Td immunization prior to entering the 7th grade.

Evidence of this immunization must be on record at the school prior to your child's entering the 7th grade.



Search for Children with Disabilities

Southwest Licking Schools has a responsibility to identify children who live in our district and who may have a disability. If a parent, staff member, or community member knows of a child, birth through age 21, who is living in our district and who may have a disability, please contact a building principal, guidance counselor, or the Director of Pupil Services, at 740-927-3941.



Federal Programs

During the 2010-2011 school year, federal program funds were utilized throughout the district to assist students in their learning process. The Title I program focused on students in the early elementary grades to help them with reading and math. The Title II program provided funds for professional development and reduced class size in the elementary grades. Title V funds were used this past school year for in-school intervention for children who needed academic help. Questions about any of the federally funded programs may be directed to Kristi Thompson, Director of Curriculum or Beth Reyna-Williams, Director of Pupil Services at the District Office.

Attendance Policies

Student Absences

Regarding student absence, parents/guardians (not the student) are requested to contact the schools at the times listed below:

GRADES K-5 BEFORE 9:00 AM

MIDDLE SCHOOL 7:00-8:30 AM

HIGH SCHOOL * 7:00-8:30 AM

K-5 Attendance Procedures

The attendance procedure at all SWL elementaries will be the following:

A student will be marked tardy if he/she is absent from school one hour or less any time of the day (also applies to kindergarten). Tardy also includes early sign out.

A student will be marked absent for 1/2 day if he/she misses one to four hours of the school day.

A student will be marked absent for the full day if he/she misses more than four hours of the school day (more than 2 hours for kindergarten).

An excused absence does count as an absence. Excused means the reason for the absence is acceptable under Board policy.

Family Vacations or Trips

Every year the school receives requests from parents and guardians to take students on family vacations. Parents should make every attempt to avoid taking their son/daughter out of school as it results in students falling behind in their studies. However, if it is absolutely necessary to take the student out of school, the following procedure will be utilized to excuse students for this purpose.

- A. The parent or guardian must write a letter to the school. It must be received in advance of the vacation indicating times and dates of the vacation.
- B. The student must be in the company of a parent or guardian while on vacation. If the student is with other students, friends, or other relatives the absence will not be excused.
- C. The principal or person designated by him or her will approve or disapprove the letter.
- D. For high school and middle school students, the letter will be attached to a "vacation request form" which the student will carry to each of his/her teachers and they will read and sign it. It will then be placed in the student's file in the attendance office.
- E. The student is responsible for all assignments and tests missed during the vacation period. Make-up work will be scheduled before or after the absence at the discretion of the teacher(s).
- F. It is the student's sole responsibility for checking on and making up any work he/she has missed. Teachers are not required to assign make-up work if they have not been notified in advance.
- G. If a family vacation request takes the student's absence above the attendance limit, that student's attendance will be evaluated by the office to determine pass/fail status.

Missing and Absent Children

It is in the interest of the Southwest Licking Local Board of Education to cooperate with local, state, and national efforts to decrease the number of missing children. Two major features of the Board's policy, MISSING AND ABSENT CHILDREN, are:

1. School officials are to notify police authorities if a new student attempts to register without a birth certificate, if the school the student claims to have attended shows no record of the student's attendance, and if the records are not received within fourteen days of the date of a request.
2. School officials are required to make reasonable attempts to notify parents of every student who is absent from school on a given day. Action required when a student is absent is provided below:

A parent or guardian, not the student, must notify the school on the day a student is absent unless previous notification has been given in accordance with school procedures.

In the event a parent or guardian fails to notify the school concerning an absent student, reasonable attempts by telephone will be made by school personnel to notify a parent or guardian of the student's absence. With the necessity that more school personnel get involved in the student absence verification procedure, it is inevitable that there will be some mix-ups. Some double calls to parents and similar problems will occur. We will endeavor to keep that at a minimum. If at the end of the school day there has been no contact with a parent or guardian concerning a student absence, a post card will be mailed that day to the parent(s) or guardian(s) notifying them of the absence.

Parent(s)/guardian(s) shall provide the school with current home and/or work telephone numbers and home addresses, as well as emergency telephone numbers.

We ask for your cooperation in notifying us when a student is absent and bearing with us as we attempt to meet the legislative requirements on missing and absent children.

Nondiscrimination Notice

It is the policy of the Southwest Licking Local School District not to discriminate, in violation of federal or state law, on the basis of race, color national origin, ancestry, sex, age, religion, or disability in admission to, access to, treatment in, or employment in any service, program or activity sponsored by Southwest Licking Local Schools.

Inquiries or complaints regarding compliance with this policy or the nondiscrimination requirements of the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1975, Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, or Title IX of the Education Amendments of 1972 should be directed to the Southwest Licking Local School District, Attn: Beth Reyna-Williams at 927-A South St, Pataskala, OH 43062, 740-927-3941, or the Office for Civil Rights, U.S. Department of Education or the U.S. Equal Opportunity Employment Commission.