



YOUTH CONNECTIONS SUPPLEMENTAL STUDENT HANDBOOK 2022 – 23

WELCOME

The staff and I would like to welcome and congratulate each student on being selected to be a part of Miami Valley CTC Youth Connections. Our goal is to provide a premiere educational opportunity for each and every student. We are very excited about having been recognized nationally and internationally since opening in August of 2000. It is very important that we all work together in order to build on the success. All students will have an Individual Success Plan. If followed, each student will have the opportunity to reach his or her full potential. This plan will include an academic schedule to meet each partner school's requirements, a career technical plan that will help provide each with a basic knowledge of a career field, help in finding employment in the workforce, and a plan that is specifically designed to help him or her become productive members of society. Each student will be assigned a mentor teacher that will work with the student and his or her parents or guardians to help the student meet his or her goals and objectives. The success of each student is dependent upon the cooperation and support of the student and his or her parents or guardians with the Youth Connections staff. Everyone must work together in order for the student to be successful.

This Supplemental Student Handbook is in addition to the Student Handbook given to all MVCTC students. The Supplemental Student Handbook is exclusively for Youth Connections students. The Student Handbook nor the Supplemental Student Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and that school's rules. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails.

The rights assumed by students must be accompanied by corresponding responsibilities. Students must accept the consequences of their actions, recognize the limits of their freedoms, and have concern and consideration for the rights of others. We believe the student, with parental direction and guidance bears the following responsibilities to obtain the highest quality education:

1. To accept every person as an individual human being and to promote intercultural and group relations and understanding.

2. To apply his/her abilities and interests to the improvement of knowledge and to the development and application of learning skills.
3. To recognize and function within the policies established by the school board and school officials.
4. To attend school for the purpose of obtaining a quality and meaningful education.
5. To abide by the rules and regulations necessary for the orderly conduct of school activities by the school officials and staff.
6. To maintain respect for school officials, staff, and students and to exhibit conduct reflecting self-control, self-regulation, and self-discipline.
7. To contribute to the overall improvement of the school's curriculum through active involvement in both classroom activities and student organizations.

The expectation of each student is for the student to attend school every day, follow his or her Individual Success Plan, and cooperate fully with the staff of MVCTC. It is a privilege to be a part of Youth Connections and the student should take full advantage of that privilege. This supplemental handbook is designed to help the student and his or her parents or guardians to understand what is expected of them while a part of Youth Connections. It is vital that each student and parent reads this supplemental handbook.

The staff and I are very excited about working with each and every student during the 2022-2023 school year. Again, I want to congratulate each student on being selected to be a part of MVCTC Youth Connections. Together we can accomplish great things.

Sincerely,

Ray Caruthers, Youth Connections Principal

TABLE OF CONTENTS

School Hours	3
History	3
Mentor Teacher	3
Grades.....	4
Signing In/Out of School	4
Youth Connections Student Discipline.....	4
Cell Phones	4
Permanent Removal.....	5
School Expectations / Lab Procedures	5
Parent/Teacher Conferences.....	6

SCHOOL HOURS

School hours are from 8:05 a.m. until 2:30 p.m.

HISTORY

The Montgomery County Commissioners created the Montgomery County Out-of-School Youth Task Force in January 1998. The county commissioners asked the Task Force to develop recommendations on what action the community should take to reclaim and serve the at-risk youth of the Miami Valley.

Educators on the Task Force determined that an alternative kind of public education could serve the needs of those students who leave high school and those students who have not been able to succeed in the traditional educational system.

A team of MVCTC and Educational Service Center educators was formed to look at curriculum and funding for an alternative school, and to conduct focus groups to determine the students' needs. Their goal was to return these young people to a suitable educational environment where they can gain the necessary skills for the workplace and for life.

The Task Force developed a small, personal setting with a great deal of flexibility to meet the needs of the students and to provide career opportunities that lead to long term employment.

The Task Force recommendations were followed. With the financial backing of the Montgomery County Commissioners, and the experience of Miami Valley Career Technology Center, "Youth Connections" opened for its first students in the fall of 2000. The "dream" of many became a reality.

Youth Connections expanded to include 8th graders at the start of the 2007-2008 school year. The 8th Grade Program has had a lot of success and helped many students get back on track academically. The students participate in the State of Ohio Knowledge Bowl Competition and have been State Champions the previous 5 years and finished as state runner-ups last year.

MENTOR TEACHER

Upon entering the Youth Connections program, each student will be assigned a Mentor-Teacher. Each Mentor-Teacher will:

- Work closely with the student and parents.
- Track the student's academic progress, behavioral status, and attendance.
- Help the student prepare employment applications, prepare for the interview process, and work closely with a student's employer.
- Prepare a weekly progress report to inform the student's partner school of his/her status.
- Each mentor will have established office hours in order to better serve the students and parents. Each mentor will publish his or her office hours.

GRADES

Each student must achieve at least an 80% on each assignment and/or test in his or her classes. The student will earn a letter grade of a "B" upon successful completion of all academic classes and the Career Based Intervention classes.

A student who engages in academic misconduct, such as, but not limited to, cheating, plagiarism, forgery, copying other student's notes or possession/transmission of unauthorized information may receive no credit, an alternative assignment, or may be permanently removed.

SIGNING IN/OUT OF SCHOOL

The student ID card is used to sign in and out of school. The student must scan his or her ID card through the bar code readers located inside learning labs or near an area defined to sign in and sign out of school. It is important that the student sign in as soon as they arrive at the Youth Connections classrooms located in the Student Activity Center (SAC). When a student signs out of school, they must immediately leave the property. Failure to follow these guidelines could result in disciplinary action being taken. **Students should not wait outside for their ride.** They should wait in their classrooms and when their ride comes, the driver can come inside to the Visitor's Entrance and inform the safety officer at reception and we will get the student or the student can wait in the lobby with permission from the principal or his designee.

YOUTH CONNECTIONS STUDENT DISCIPLINE

The options available for the principal of Youth Connections to administer to a student are the following: a) warning, b) assigning ISR which is where the student is given a writing assignment that must be completed at school in a certain time frame or additional writing will be given to the student, c) the student can be assigned to the Focus Program which is an after school discipline program, d) Suspension from school, e) Expulsion from school, f) Removal from the Youth Connections Program.

CELL PHONES

All cell phones must be **turned off and put away while in any lab.** They are only to be used during break time in the break room. They are not to be used anywhere except in the break room. This includes text messaging and listening to music. The student is not to leave the lab in order to answer a call. If a student violates this rule, the student will face disciplinary action. If the student continues to violate this rule, the student will not be allowed to bring the phone to school and the student will face disciplinary action. If a parent needs to speak to his or her child, the parent can call (937) 837-7781 and ask for his or her child. A school phone can be used in emergency situations only and with permission of a staff member. The staff member will dial the phone number for the student. The student will be limited to a maximum of three minutes per phone call on the school phone. Failure to follow the rules and regulations could result in disciplinary action being taken.

PERMANENT REMOVAL FROM YOUTH CONNECTIONS: A student may be permanently removed from Youth Connections for a violation of a school policy, such as, but not limited to, a violation of the drug and/or alcohol policy, fighting, possession and/or use of a weapon, or repeated violations of other school rules and regulations, or poor attendance, or a lack of academic progress. A student who has been removed from Youth Connections will be placed back at the sending school district. The student and parent must report to the main office of his/her partner school the next school day.

YOUTH CONNECTIONS SCHOOL EXPECTATIONS AND LAB PROCEDURES:

1. Be respectful of other students and their belongings.
2. Cooperate with staff members.
3. Students should work quietly.
4. Do not use profanity or obscene gestures.
5. Dress in an appropriate manner. Please refer to the dress code in the student handbook.
6. Each student should work diligently until his or her scheduled lab break.
7. If you need help or need to leave the lab for any reason, you should raise your hand and wait patiently in your seat for a staff member to assist you. Do not walk out without permission.
8. You must have your student binder with you in the lab at all times.
9. Student ID badges must be worn at all times while on campus.
10. Students should not access the Internet without permission from a staff member.
11. Please Report all computer errors or equipment problems to the instructor immediately.
12. Cell phones: Students should have cell phones turned off and put away while at school.
13. Do not damage, destroy, or misuse school property.
14. Students should not play personal music, videos, etc. via the computer or charge their phone via the computer.
15. Students should not exchange electronic devices, music, or video files with other students. Students cannot watch non-school related videos at school.
16. School headphones are not to be used for music. School headphones are for educational purposes only. Only school head phones are to be used at Youth Connections.
17. No food or drink permitted in labs.
18. Students should not have his or her clothing hoods over their head while at school.

PARENT/TEACHER CONFERENCES

Youth Connections will hold Parent/Teacher Conferences on the following dates:

October 27, 2022: 3:00 p.m. – 7:00 p.m.