

# Jones Leadership Academy of Business



Dr. Ward Barnett, Principal  
Crystal Strong, Assistant Principal  
Christine Maseman, Counselor

# Welcome to Jones Leadership Academy of Business, A Proud Title I Schoolwide Building.

## **What is Title I?**

- Title I funds are designed to serve at risk and disadvantaged students.
- Title I funds are federal dollars that Supplement State and Local Funds, they do not supplant them.
- Funding is based on the building's percentage of income students
- Title I Services are based on the academic needs of the students
- All TPS buildings run a School Wide Program, which means every student and every staff member is eligible for services.

## **How does being a Title I building help our students community?**

- Provide opportunities to increase student achievement
- Provide instructional supplies and materials
- Provide instructional programs and experiences
- Provide educational field trips
- Provide Additional teachers and support staff
- Provide Professional Development
- Provide Parent Engagement Activities

# “Parent’s Right to Know”

August 31, 2018

Dear Parent/Guardian,

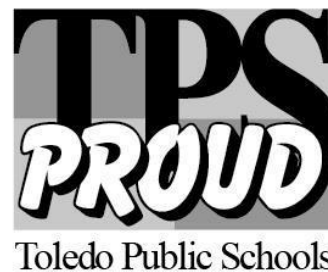
As a parent/guardian with a student participating in a Title I funded program run by supported by Toledo Public School, you have the right to know the qualifications of your child’s classroom teacher. The federal Every Student Succeeds Act (ESSA) requires that any local school district receiving Title I funds must provide the following information to parents/guardians who ask about the professional qualifications of their child’s classroom teacher:

- Whether the teacher has met the Ohio teacher licensing criteria for the grade level and subject areas in which the teacher provides your child instruction.
- Whether the teacher is teaching under an emergency or temporary status that waives state licensing requirements.
- The undergraduate degree major of the teacher and any other graduate degree or certification (such as National Board Certification) held by the teacher and the field of discipline of certification or degree.
- Whether your child is provided services by instructional paraprofessionals and, if so, their qualifications.

All requests must be made in writing and should include the following information: student’s full name, legal parent/guardian’s full name, address, city, state, zip code and teacher’s name. Your request can be sent to the Toledo Board of Education, Human Resources Department.

# Toledo Agreement

## 2018-2019 School Year



*A mutual agreement between Toledo Public Schools and Parents/Guardians of High School and Elementary age children.*

### **Toledo Public Schools Agree To:**

**Provide** high quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards.

**Hold** parent-teacher conferences during which this contract will be discussed as it relates to the individual child's achievement.

**Provide** parents with frequent reports on their children's progress.

**Provide** parents reasonable access to staff.

**Provide** parents opportunities to volunteer and participate in their child's class, and to observe classroom activities.

### **Parents/Guardians Agree To:**

**We, as parents, will support our children's learning in the following ways:**

**Teach** my child the importance of respecting adults, other students and him/herself.

**Make** sure that homework is completed and submitted on time.

**Emphasize** to my child the enormous importance of good school attendance.

**Encourage** my child to read daily and use the Toledo Public Library.

**Visit** my child's school and take part in school activities.

\_\_\_\_\_  
Superintendent

Fall, 2018

\_\_\_\_\_  
Parent Signature

# **PARENT INVOLVEMENT PLAN**

At Jones Leadership Academy, we recognize the importance of having parents/guardians involved in their child's education. Our philosophy concerning academic achievement is based upon the belief that children have diverse capabilities and individual patterns of growth and learning. Parents are the first and foremost educators of their children. When teachers and parents work together, their united efforts become very effective in educating the child. We promise to provide a safe, learning rich environment that welcomes you as a valued member.

## **Home/School Connection:**

Our parent handbook contains valuable information such as the school phone number, information on academics, school procedures and policies, discipline and attendance. The handbook is updated annually and provided to every family upon enrollment. Additionally, a monthly newsletter is sent home with information regarding upcoming events at the school and in the community. Parents needing additional support are encouraged to contact the main office. We strive to meet the needs of all of our Jones Leadership Academy families.

## **Communication:**

Academic reports are given at a minimum of 8 times in the form of Mid Quarters and end of Quarter Report Cards. In the fall we have our annual open house where families can meet their child's teachers and visit classrooms. We also offer parent/teacher conferences in November of each year. We encourage parents and teachers to request additional face-to-face or phone conferences on an "as needed" basis. In addition, teachers are asked to maintain an open line of communication via phone calls, e-mails, agenda books, and/or teacher notes.

## **Parent Education Opportunities**

There are several events throughout the year where parents are encouraged to participate. Quarterly Awards Ceremonies are held to honor students excelling in various categories such as: academics, behavior, and attendance. We strongly encourage parents to participate in our PTA which meets monthly. This organization gives service to the school. It seeks to:

- bring about good understanding between the administration, faculty and parents;
- aid the faculty with non-teaching chores when possible
- raise money to buy requested supplies and equipment
- do whatever it can to help give our children the best possible education

**Volunteer Opportunities:** There are several opportunities for parents to volunteer at Jones Leadership Academy. We are always looking for helpers in the library and cafeteria. We ask that each family volunteer at least ten hours throughout the school year. Information on specific volunteer activities will be given in the monthly newsletter. As always, you are encouraged to contact the main office and enquire about volunteer opportunities that might be available.

Jones Leadership Academy of Business uses Title I funding to support the following School Activities and Programs:

AVID

Mindfulness

Buddy Mentoring

Restorative Justice

YMCA Tutoring

SIMS

Tutoring

Field Trips

Instructional Supplies

Technology (document cameras, interactive white boards, chrome books)

Discovery Education

Professional Development for our Staff

Student Subscriptions

Claire's Day Initiatives

Outdoor Education

Student Transportation

Parent Curriculum Nights

\*Any board policies can be located on [TPS.org](https://www.tps.org) webpage.\*

### BELL SCHEDULE

Students Enter the building  
First Bell

**7:30 a.m.**  
7:50 a.m.

1st Hour	8:00 a.m. - 8:42 a.m.
2nd Hour	8:45 a.m. - 9:27 a.m.
3rd Hour	9:30 a.m. - 10:12 a.m.
4 <sup>th</sup> Hour	
5th Hour	11:00-12:30
Lunch A:	11:00 a.m.-11:30 p.m.
Lunch B:	11:30 a.m.-12:00 pm.
Lunch C	12:00 a.m.-12:30p.m.
6 <sup>th</sup> Hour	12:33 p.m.-1:15 p.m.
7th Hour	1:18 p.m.-2:00 p.m.
8th Hour	2:03 p.m.-2:45 p.m.

*Announcements will be given at 8:00 a.m. each day and at the end of the day at 1:58 p.m., if needed.*

### 2-HOUR DELAY BELL SCHEDULE

Students Enter the building  
First Bell

**9:30 a.m.**  
9:50 a.m.

1st Hour	10:00 a.m. - 10:25 a.m.
2nd Hour	10:28 a.m. - 10:53 a.m.
3rd Hour	10:56 a. m.- 11:21 a.m.
4 <sup>th</sup> Hour	11:24 a.m.- 11:49 a.m.
5th Hour	11:52 a.m.- 1:22 p.m.
Lunch A:	11:52 a.m.-12:22 p.m.
Lunch B:	12:22 p.m.-12:52 p.m.
Lunch C	12:52 a.m.-1:22 p.m.
6 <sup>th</sup> Hour	1:25 p.m.-1:50 p.m.
7th Hour	1:53 p.m.-2:18 p.m.
8th Hour	2:21 p.m.-2:45 p.m.

### ACTIVITY SCHEDULE

1st Hour	8:00 - 8:35	
2nd Hour	8:38 - 9:08	
3rd Hour	9:11 - 9:41	
4th Hour	9:44 - 10:14	
5th Hour	10:17 - 11:47	
	A Lunch	10:17 - 10:47
	B Lunch	10:47 - 11:17
	C Lunch	11:17 - 11:47
6th Hour	11:50 - 12:10	

7th Hour	12:13 - 12:43	
8th Hour	12:47 - 1:17	
Assembly	1:20 - 2:45	

## **SEMESTER EXAMINATION SCHEDULE**

### **DAY ONE (ADJUSTED SCHEDULE)**

**1st HOUR 8:00 AM-8:40 AM**

**2nd HOUR 8:43 AM-9:23 AM**

**3rd HOUR 9:26 AM-10:06 AM**

**5th HOUR 10:09 AM-11:39 AM**

**A LUNCH 10:09 AM-10:39 AM**

**B LUNCH 10:39 AM-11:09 AM**

**C LUNCH 11:09 AM-11:39 AM**

**7th HOUR 11:42 PM-1:12 PM 90 MINUTES (EXAM)**

**8th HOUR 1:15 PM-2:45 PM 90 MINUTES (EXAM)**

### **DAY TWO**

**1st HOUR 8:00 AM-9:30 AM**

**2nd HOUR 9:35 AM-11:10 AM**

### **DAY THREE**

**3rd HOUR 8:00 AM-9:30 AM**

**4th HOUR 9:35 AM-11:10 AM**

### **DAY FOUR**

**5th HOUR 8:00 AM-9:30 AM**

**6th HOUR 9:35 AM-11:10 AM**





## Jones Leadership Academy of Business 2022-2023

We have adopted the following dress code for all students who attend **Jones Leadership Academy of Business**. It is expected that all students will comply with the dress code, beginning with the first day of school. Parents and students are equally responsible for the appearance of the student.

The purpose of **Jones Leadership Academy of Business** dress code is:

- To enhance school safety
- To support the learning environment
- To promote good behavior
- To avoid discipline problems
- To prepare students for the world of work

### **\*\* Jones Leadership Academy of Business DRESS CODE POLICY\*\***

ITEM	DESCRIPTION OF ALLOWABLE ITEMS
<b>TOPS</b> Blue, Gray or Black polo shirt with JLAB crest Blue, Gray or Black button down shirts <b>Fridays only</b> <b>Students may wear any JLAB spirit wear</b>	Polo shirts must be solid blue, gray or black. Must have the school crest on it. Solid collared blue,gray or black button down shirt. No graphics or text on the shirt. <b>Fridays only</b> <b>Any JLAB spirit wear shirt with uniform bottoms.</b>
<b>BOTTOMS</b>  Black, Gray or Khaki dress pants	Black, gray, khaki-colored uniform material pants (no legging,spandex, jeans or cargos) Dikies or Lee's brand are recommended  No shorts
<b>SWEATER/JACKETS</b> Black, Blue,Gray or White Cardigans, fleeces, pullovers or sweaters are optional <b>Absolutely NO hoodies</b>	sweaters and cardigans without hoods are appropriate. Solid black, gray, white or blue colored and no graphics or text on items.
<b>SHOES/Ankle BOOTS/TENNIS SHOES</b>	Closed-toe shoes/boots/tennis shoes (heels or toes

Predominantly black, gray or brown closed shoes	should not be exposed). No graphics or text No platforms, slippers, slides, or Crocs.
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In addition, the following items are **NOT** appropriate:

1. Clothing/grooming that illustrates or promotes drugs, alcohol, tobacco, and/or sex and that could be considered offensive or degrading to others; have symbols of hate or oppression; reference gang membership or present a hazard to an individual or other people.
2. Clothing/grooming that is disruptive to the educational process:
  - a. Undergarments should not be visible at any time (this includes underwear, bras, etc.)
  - b. Skirts or shorts must be no higher than just above the knee.
  - c. Spaghetti straps, halter tops, tube tops, or tank tops are not allowed.
  - d. Cleavage should not be visible at any time.
  - e. Tight, form-fitting clothing is not permitted. Tights and leggings are allowed if the front and back are covered by a skirt or dress.
3. Clothing/grooming that is deemed **unsafe** for the classroom or school environment, including but not limited to hats/coats/outerwear/gloves, etc.
4. Clothing/grooming that does not reflect good personal hygiene.
5. Tops and bottoms that do not overlap while standing or seated (i.e. no midriffs).
6. Pajama pants, including pants made of flannel or fleece.
7. Footwear must be worn at all times. For safety considerations, all footwear must be adequately secured to the foot with heels no higher than two inches.
8. Slippers, shoes with retractable skates, cleats, or footwear with flexible, soft soles (flip flops, beach shoes, Crocs, slides, etc.) are not permitted.
9. Hats, bandanas, sweatbands, curlers, rollers, gloves, or sunglasses will not be allowed except for medical reasons.
10. No headgear or head wraps unless of a religious nature or approved by school officials.

- These guidelines are to be followed on all days when school is in session and for school-sponsored events where students are actively participating and/or representing Toledo Public Schools.
- The school administration shall determine the appropriateness of student dress and grooming, acting in the best interests of establishing and maintaining a safe and effective learning environment for the benefit of the school.

**\*\*Students who do not comply with the dress code are subject to progressive disciplinary action.**



## **Jones Leadership Academy Of Business**

### **STUDENT CONTRACT**

1. As a JLAB student, I must adhere to all the standards, requirements and policies of Toledo Public Schools.
2. As a JLAB student, I understand that fighting and/or criminal activity **will** result in expulsion/suspension..
3. As a JLAB student, I understand attendance, behavior, or academic performance not aligned with JLAB School's expectations may result in a removal from my school.
4. As a JLAB student, I will adhere to the approved dress code.
5. As a JLAB student, I will treat all adults and fellow students with respect.
6. As a JLAB student, I understand that it is my responsibility to monitor my progress toward high school graduation.
7. As a JLAB student, if I am failing or struggling in a class I will attend tutoring sessions, and other supports offered at JLAB. I will also consult my classroom teachers, in my quest to achieve academic excellence.
8. As a JLAB student, I will comply with the policies and procedures that are outlined in the student handbook.
9. As a JLAB student, I understand that my acceptance into JLAB requires that I work hard to reach my full potential as a student and a citizen of the world. I understand that my success is up to me.

## Electronic Devices

If a student must bring a cell phone to school, we require the cell phone to remain in the student's locker, turned off, until the end of the day/ lunch time. Use of cell phones during the outside of the student lunch time, will result in the student being referred to the office, confiscation of the cell phone for the day, and progressive discipline. No cell phone earbuds, smart watches or other telephone/messaging devices are permitted to be used during school hours. The only exception to this is for a student who needs his/her phone on them for medical purposes i.e. blood sugar regulation for a diabetic.

JLAB is a Career Technology High School with the goal of preparing students for career or college success and advancement. Learning to limit the use of social media, texting, and other distractions will assist students to be able to do so while at work, in a college classroom, or while operating machinery.

Students will be able to use and access personal cell phones before school, after school, and during the student's lunch time. Students have access to email during the course of the day as classrooms and students have Chromebooks. In addition, each classroom has a phone where a student, in between classes, could make a phone call with the permission of the teacher. All students are welcome to utilize the office phone if they need to make a phone call to a parent/guardian before, in between class, or after school.

This policy promotes a safe, effective and academic learning environment. It is paramount to the success of our business program. If you have questions or concerns, please feel free to call or email the principal .

## Outside deliveries

JLAB is a closed campus school. Students are not allowed to leave for lunch or request deliveries to the building. Deliveries of food, flowers, and other gifts to students will be held in the Main Office until 2:45 p.m