



**Aurora City Schools**  
**Aurora High School**  
109 W. Pioneer Trail  
Aurora, OH 44202  
330-562-3501

<https://www.aurora-schools.org/1/Home>

*Innovative, Collaborative, Empathetic, Critical Thinking, Balanced, and Resilient LEARNERS*

August 1, 2021

Dear AHS Students and Families,

Approximately one year ago, no one truly knew what to expect as we attempted to provide exceptional educational services amidst a global pandemic, and although everyone learned to be adaptable and innovative, we are looking forward to a school year filled with visible smiles and togetherness in and out of the classroom! The AHS Staff is embracing the 2021-2022 school year with a sense of joyous optimism knowing that we have the opportunity to make a positive impact on the lives of the young people in our care and our community as a whole! We are committed to continually putting kids first while valuing the growth process as part of their educational journey, and we are grateful to work with such supportive families! As we eagerly anticipate the start of the 2021-2022 school year, please take a few moments to look over the details of this letter containing pertinent information regarding the start of the new school year!

### **IMPORTANT DATES**

<b>Wednesday, August 11<sup>th</sup></b>	<b><u>Schedule and Chromebook Distribution:</u></b>  Student-schedules, opening school year packets and Chromebooks will be available for pickup in the AHS Commons from 9:00am–3:00pm as well as from 5:00pm–7:00pm. If there is a conflict, and families are not able to make it on August 11 <sup>th</sup> , please know schedules/packets will be available for pick-up in the Guidance Office beginning August 13 <sup>th</sup> from 8:00am– 2:00pm.  This is also the time that students may resolve fees from last year and pay this year's fees (see Mrs. Berry). Any fees related to a Chromebook, charger and/or technology from last year must be paid in full in order to receive another Chromebook.
<b>Thursday, August 12<sup>th</sup> and Friday August, 13<sup>th</sup></b>	<b><u>Parking Pass Sales:</u></b>  Parking Passes will be available on Thursday, August 12 <sup>th</sup> and Friday, August 13 <sup>th</sup> in the AHS Commons from 8:00am-1:30pm both days.  Once the school year starts, please purchase these before 1st period (after 7:15am) or after school (until 2:45pm) or you can email Mrs. Berry to set up a time ( <a href="mailto:kberry@aurora-schools.org">kberry@aurora-schools.org</a> ). The day students do purchase their parking passes is also the time that students may resolve fees from prior years (if applicable) and pay this year's fees.
<b>Tuesday, August 17<sup>th</sup></b>	<b><u>Freshmen / New Student Orientation:</u></b>  Buses will operate to pick up students. The program will begin in the AHS auditorium at 7:40 am and will conclude at approximately 11:00am. More detailed information will be provided in the near future via email and the school website.  At 11:00am, AHS will host an optional Orientation for any AHS student who was virtual (Plan B) during the 2020-2021 school year. This will last approximately one hour and will take place in the AHS Auditorium. Information will be emailed to students/families in order to sign up.
<b>Wednesday, August 18<sup>th</sup></b>	First Day of School! Classes begin at 7:40am!



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## **COMMUNICATION**

Moving forward, our office and teachers will be consistently communicating to engage families in the educational process. Our website, [www.aurora-schools.org](http://www.aurora-schools.org), can be especially helpful in this area. Please check the website to view weekly updates from the office and the principal, as this information will be posted online. Click on “Message from the Principal” to see resources from me with the first one being this letter, as well as my twitter feed. Also, for more frequent updates, follow me on Twitter: @AHS\_MH. There will be wonderful educational experiences and accomplishments occurring every day for our students, so we would like to share these with our families on a regular basis!

## **TELEPHONE NUMBERS**

Please take a moment to record or cut out the following list of important phone numbers. Please call the appropriate office or department when making inquiries, reporting absences, etc. And of course, we’re accessible via email; look us up at [www.aurora-schools.org](http://www.aurora-schools.org), under the staff directory. One rule to note is that email may not be utilized for absences or early dismissals.

### **AURORA HIGH SCHOOL PHONE NUMBERS**

Main Office	.....	330.562.3501
	Laurie Berger, Secretary to the Principal.....	330.954.2142
	Michelle Lukasik, Attendance Secretary.....	330.954.2353
Main Office FAX	.....	330.954.2810
Guidance Office	Jennifer Hilty, Secretary.....	330.954.2379
	Lisa Haney, Secretary.....	330.954.2198
Guidance Office FAX.....		330.562.3588
<b>Attendance (Absence Hotline).....</b>		<b>330.954.2020</b>
Athletic Office	Mary Beth Tuma, Secretary to the AD.....	330.954.2354
Library/Media Center	Kathleen Berry, Library Assistant .....	330.954.2372
Transportation Office.....		330.954.2114

## **SCHEDULE CHANGES**

The Guidance Office has included a form in student-schedule packets to identify if there is a scheduling concern. Students can fill out the form and email their counselor to set up a time to meet.

**Schedule changes will be permitted only if one or more of the following six criteria apply:**

If a student...

1. If a student does not have 5 credits or the equivalent of 5 credits each semester, or is scheduled for more than one study hall in a semester.
2. If a student wants to go up a level, i.e., CP English to Honors English.
3. Adjustments due to successful completion of summer school.
4. If a student’s schedule is in error - not giving them their original request from May of the previous school year.
5. Add any additional course(s) when enrollment permits and does not require movement of other courses.



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6. Academically misplaced – Students cannot be considered for being academically misplaced until they have demonstrated they have used multiple supports or interventions. They must also be referred by the classroom teacher designating they are academically misplaced.

If a schedule change is permitted in the first nine weeks, a notation of “W” will appear on the student record.

Any withdrawal after the first nine weeks will be noted with a "WF" appearing on the student's transcript. No classes can be added to a student's schedule after fifteen (15) days of the semester.

**All schedule changes require a written note of permission from the parent/guardian, and again, they must meet one of the above mentioned criteria.**

### **FORMS (Final Forms)**

Parents and students please UPDATE your Final Forms.



**Log in online at:**

<https://aurora-oh.finalforms.com>

*If you have any questions or experience any issues, please contact Michelle Lukasik at [mlukasik@aurora-schools.org](mailto:mlukasik@aurora-schools.org). Please complete all forms by August 27, 2021.*

Final Forms to be completed and submitted prior to the first day of school:

- Emergency Medical Form
- Student Information Form
- Internet and Computer Responsible Use Policy Form
- Photographic & Internet Release Form
- Family Educational Rights and Privacy Act (11<sup>th</sup> -12<sup>th</sup> grade)
- Free and Reduced Lunch Option
- Student Code of Conduct Form

Information included in schedule packets:

- 2021-2022 Aurora City Schools calendar with “Who Should I Call” on the back
- PTO Information
- Map of Aurora High School
- Attendance Reminder Highlights
- Selective Service Information (12<sup>th</sup> grade only)
- Parent Internet Viewer (PIV) information and code
- Lunch Codes
- FinalForms Insert
- Bell Schedule
- Staff Directory
- Fee Letters
- Schedule Change Form



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*One thing to remember is that interim reports and report cards will **not** be mailed home except for at the end of the first semester and the end of the second semester/year. Parents and students may check student grades at any time during the year on the Parent Internet Viewer (PIV). Parents will receive an “all call” phone call or email blast from me at each interim and at the end of each quarter reminding them of interim and report card grade posting on the PIV. A parent/guardian who misplaces the PIV code may contact the Guidance Office in order to receive another copy of their student’s PIV information.*

### **FEES**

To reiterate our policies with respect to fees and chromebooks, I have included an explanation. First of all, we do not issue non-essential privileges, such as parking passes and dance tickets, without students being in good standing with respect to fees, meaning all school fees paid. We will be giving students the first week or so of school to clear up fees and purchase their parking passes. Also, here are the details of how we handle chromebooks and our technology fee.

#### **The policy is as follows:**

The Technology Fee for next year will be \$28/student.

There will also be a deductible fee for each incident a Chromebook is returned for maintenance (a factory defect will not count as an incident). The rate will be the following:

1st Incident- \$20 /2nd Incident- \$50 /3<sup>rd</sup> and 4th Incidents- Full Replacement Cost  
5th Incident- Lose privilege of taking Chromebook home.

Students who owe a Technology Fee or Chromebook associated fee (from 20-21) will not be reissued a Chromebook until the fee is paid.

Students who bring in their Chromebook this fall for maintenance will be given a replacement regardless of their status for their 2021-2022 Technology Fee up until the end of the 1st quarter. After that timeframe, any Chromebook returned for maintenance will be withheld until the fee is paid in full. Students who owe a deductible fee will have to pay their Technology Fee as well to be reissued a new Chromebook. After the first break, students will have their Chromebook returned once the repair has been completed.

### **OPEN HOUSE**

After conducting a virtual Open House in 2020, we are excited to welcome all parents/guardians back into AHS for **an in-person 2021 Open House!** Please make it a priority to meet the entire teaching staff on Wednesday, August 25th at 7:00pm. During this time, parents will be able to meet with their student’s teacher and learn about the expectations of each course. Additionally, all teachers welcome communication from families and can be reached via email to have more specific discussions regarding each student’s classroom experience. All students at Aurora High School are taught by certified teachers designated as highly qualified in their content areas by meeting state credentialing requirements. Should you wish to have more information regarding your child’s teacher qualifications or information on any state mandated testing, please contact the office.



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### ATTENDANCE REGULATIONS

Attendance regulations are established by the Ohio General Assembly and requires parents to take responsibility for school attendance of their children. All “excused” absences are for illness, medical/dental appointment, bereavement, religious observance or other emergency circumstance. Research clearly indicates that attendance has a direct impact on student success in school. In the event it becomes necessary for a student to be absent from school, **the parent is to inform the attendance office by 8:30am (330.954.2020)** and provide a reason for the absence—these lines have “24-7” voicemail capability. If the attendance office does not receive a call from the parent/guardian of a student reported absent, a phone call will be made. Students who are marked “unexcused” will warrant further investigation. Covid-19 related communications will be directed/forwarded to the school nurse who will work with families, administration and the Portage County Health Department regarding appropriate protocols.

### EMAIL COMMUNICATION TO/FROM TEACHERS

Email is a great communication tool, but when teachers share student information electronically, there is a slight degree of risk that an unintended party could receive confidential information—you’ve probably seen disclaimers at the end of email messages or on FAX coversheets that address this shortcoming. Because of this risk, we want to make sure parents and guardians are knowledgeable and comfortable with email limitations. It is a great tool...we just have to be clear and careful!

### AURORA HIGH SCHOOL DAILY SCHEDULE

Based on student and staff feedback, AHS has updated the daily bell schedule for the 2021-2022 school year. AHS will bring back traditional 50-minute periods while also leveraging a modified block schedule each week. This information has already been shared with students and is posted on the AHS Website under the Principal’s Page, but essentially, Mondays, Tuesdays and Fridays will be traditional 50-minute classes and Wednesdays and Thursdays will feature 90-minute block classes. The schedules are outlined below and digital versions as well as a yearly calendar are available online. With the school year beginning on a Wednesday, we will not incorporate any block classes until the second week of school. Accordingly, we will have traditional, 50-minute classes for the first five consecutive days of the year.

Monday, Tuesday, Friday AHS Bell Schedule		
Period	Start Time	End Time
1st	7:40	8:30
Announcements	8:30	8:34
2nd	8:37	9:27
3rd	9:30	10:20
Lunch 4th Period	Lunch 5th Period	Lunch 6th Period
4th Lunch: 10:23-10:53	4/4A Class: 10:23-11:13	4/4A Class: 10:23-11:13
4A/5 Class: 10:56-11:46	5th Lunch: 11:16-11:46	5/5A Class: 11:16-12:06
5A/6 Class: 11:49-12:39	5A/6 Class: 11:49-12:39	6th Lunch: 12:09-12:39
7th	12:42	1:32
8th	1:35	2:25



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Period		Time	
1		7:40-9:10	
Announcements in Period 1: 9:10-9:13		Announcements in Period 2: 9:10-9:13	
3		9:16-10:46	
5/5a or 5a/6		10:49-12:52	
Lunch 1: 10:49-11:19		11:22-12:52	
Lunch 2: 11:35-12:05		10:49-11:32/12:08-12:52	
Lunch 3: 12:22-12:52		10:49-12:52	
7		12:55-2:25	

Period		Time	
2		7:40-9:10	
Announcements in Period 2: 9:10-9:13		Announcements in Period 2: 9:10-9:13	
A-Time (Homeroom)		9:16-10:46	
4/4a or 4a/5		10:49-12:52	
Lunch 1: 10:49-11:19		11:22-12:52	
Lunch 2: 11:35-12:05		10:49-11:32/12:08-12:52	
Lunch 3: 12:22-12:52		10:49-12:52	
8		12:55-2:25	

**FINALLY . . .** If anyone at Aurora High School can be of assistance to you, please feel free to contact us at the appropriate phone number (listed previously) or check the webpage for information/email addresses. Our offices are open from 7:00am until 3:00pm, Monday through Friday. If you have any concerns or questions that need answers right away, please don't hesitate to email ([mhayes@aurora-schools.org](mailto:mhayes@aurora-schools.org) or [bbrookhart@aurora-schools.org](mailto:bbrookhart@aurora-schools.org)) or call the office at 330.562.3501. We are dedicated to optimizing our learners' experiences at Aurora High School as we continue to embrace our resiliency as empathetic, balanced and innovative learners! We sincerely look forward to welcoming you back to AHS! Go Greenmen!

All the Best,  
 Mike Hayes and Brian Brookhart  
 Aurora High School Administrative Team  
 109 W. Pioneer Trail  
 Aurora, OH 44202  
 Phone: (330) 954-2021  
 Twitter: [@AHS\\_MH](https://twitter.com/AHS_MH)  
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