



**BUCKEYE COMMUNITY BANK
ODFI/ORIGINATOR ACH ORIENTATION AGREEMENT**

COMPANY INFORMATION AND STATEMENT

Company: Clearview Local School District
(Hereafter referred to as "Company")

Tax Payer ID: 34-60000658

Approved Exposure Limit(s): Schedule

Approved SEC Code(s): CCD

This Agreement is made this 1st day of February, 2019 and expiring on the 31st day of January 2020, by and between Company and Buckeye Community Bank ("Financial Institution").

RECITALS

- A. Company wishes to initiate credit, debit or credit and debit Entries pursuant to the terms of this Agreement and the *NACHA Operating Rules and Guidelines* (the "*Rules*"), and Financial Institution is willing to act as an Originating Depository Financial Institution ("ODFI") with respect to such Entries. Company may only initiate ACH Entries for the approved Standard Entry Class (SEC) codes set forth above under Approved SEC Code(s), or such other SEC codes as may be approved by Financial Institution.
- B. Unless otherwise defined herein, capitalized terms have the meanings provided in the *Rules*. The term "Entry" has the meaning provided in the *Rules* and also means the data received from Company from which Financial Institution prepares Entries.
- C. Financial Institution's Board of Directors does not permit processing of the following SEC Codes as they do not adhere to the Board's directive. Company may not process the following SEC Code(s): International ACH Transactions (IAT'S).

AGREEMENT

- 1. *NACHA Operating Rules and Guidelines*. Company has access to a copy of the *Rules*, acknowledges receipt of a copy, or may purchase a copy if it so desires. Company agrees to comply with and be bound by the *Rules*. If Company violates any of the applicable *Rules* and NACHA imposes a fine on Financial Institution because of Company's violation, Financial Institution may charge the fine to Company. Financial Institution will notify Company of any changes to the *Rules*.
- 2. *U.S. Law*. It is the responsibility of Company to ensure that Company's origination of ACH transactions complies with U.S. law.
- 3. *Governing Law*. This Agreement will be construed in accordance with and governed by the laws of the State of Ohio.

4. *Security Procedures.*

- (a) Company and Financial Institution will comply with the security procedure requirements described in the attached Schedule A with respect to Entries transmitted by Company to Financial Institution. Company acknowledges that those security procedures are commercially reasonable and the purpose of such security procedures is to verify authenticity and not to detect an error in the transmission or content of an Entry. No security procedures have been agreed upon between Financial Institution and Company for the detection of any such error.
- (b) Company is strictly responsible for establishing and maintaining commercially reasonable security measures to safeguard against unauthorized transmissions, network infections, and breaches of Protected Information (i.e. non-public consumer data). Company warrants that such measures will include, but not be limited to, security technology (e.g. secure web-servers) that provides commercially reasonable encryption technology for the Entry and transmission of Entries over the Internet, and network security to safeguard account information and access from unauthorized parties. Schedule A outlines additional requirements.

Additionally, Company warrants that no individual will be allowed to initiate transfers in the absence of proper supervision and safeguards, and agrees to take reasonable steps to maintain the confidentiality of security procedures and any passwords, codes, security devices and related instructions provided by Financial Institution in connection with the security procedures detailed in Schedule A. If Company suspects that any such information or instructions are accessed by unauthorized persons, Company will notify Financial Institution immediately. The occurrence of unauthorized access will not affect any transfers made in good faith by Financial Institution prior to receipt of notification and within a reasonable time period to prevent unauthorized transfers.

5. *Physical and Electronic Security.*

- (a) Customer is solely responsible for providing for and maintaining the physical, electronic, procedural, administrative, and technical security of data and systems in Customer's possession or under Customer's control. Without limiting the generality of the foregoing, Customer specifically acknowledges and agrees that as part of the foregoing obligation Customer shall comply with the provisions of Section 1.6 of the Rules, entitled "Security Requirements," for the safeguarding of Protected Information, as that term is defined in the Rules. Financial Institution is not responsible for any computer viruses (including, without limitation, programs commonly referred to as "malware," "keystroke loggers," and/or "spyware"), problems or malfunctions resulting from any computer viruses, or any related problems that may be associated with the use of an online system or any ACH Origination services. Any material downloaded or otherwise obtained is obtained at Customer's own discretion and risk, and Financial Institution is not responsible for any damage to Customer's computer or operating systems or for loss of data that results from the download of any such material, whether due to any computer virus or otherwise. Customer is solely responsible for maintaining and applying anti-virus software, security patches, firewalls, and other security measures with respect to Customer's operating systems, and for protecting, securing, and backing up any data and information stored in or on Customer's operating systems. Financial Institution is not responsible for any errors or failures resulting from defects in or malfunctions of any software installed on Customer's operating systems or accessed through an Internet connection.

- (b) Customer acknowledges and agrees that it is Customer's responsibility to protect itself and to be vigilant against e-mail fraud and other internet frauds and schemes (including, without limitation, fraud commonly referred to as "phishing" and "pharming"). Customer agrees to educate User(s), agents, and employees as to the risks of such fraud and to train such persons to avoid such risks. Customer acknowledges that Financial Institution will never contact Customer by e-mail in order to ask for or to verify Account numbers, Security Devices, or any sensitive or confidential information. In the event Customer receives an e-mail or other electronic communication that Customer believes, or has reason to believe, is fraudulent, Customer agrees that neither Customer nor its User(s), agents, and employees shall respond to the e-mail, provide any information to the e-mail sender, click on any links in the e-mail, or otherwise comply with any instructions in the e-mail. Customer agrees that Financial Institution is not responsible for any losses, injuries, or harm incurred by Customer as a result of any electronic, e-mail, or Internet fraud.
- (c) In the event of a breach of the Security Procedure, Customer agrees to assist Financial Institution in determining the manner and source of the breach. Such assistance shall include, but shall not be limited to, providing Financial Institution or Financial Institution's agent access to Customer's hard drive, storage media and devices, systems and any other equipment or device that was used in breach of the Security Procedure. Customer further agrees to provide to Financial Institution any analysis of such equipment, device, or software or any report of such analysis performed by Customer, Customer's agents, law enforcement agencies, or any other third party. Failure of Customer to assist Financial Institution shall be an admission by Customer that the breach of the Security Procedure was caused by a person who obtained access to transmitting facilities of Customer or who obtained information facilitating the breach of the Security Procedure from Customer and not from a source controlled by Financial Institution.
6. *Designation of Administrator.* In order to originate ACH Entries, Customer must designate at least one Administrator. Administrator(s) shall be responsible for designating "Users" who Customer authorizes to issue Entries on its behalf. For the purposes of this Agreement, the term User shall also include the Administrator. The Financial Institution shall be entitled to rely on the designations made by the Customer's Administrator(s) and shall not be responsible for matching the names of the company Users designated by the Administrator(s) to names or titles listed in Customer's banking resolutions. Customer agrees that any such online Entries shall comply with Financial Institution's Security Procedures, which are subject to change without notice to Customer. Although Financial Institution is only required to act upon the instructions of the User(s), the Financial Institution may, in its sole discretion, execute debit or credit Entries initiated by any individuals authorized by Customer to sign checks on Customer accounts. The signature cards establishing the authorized signatories for Customer deposit accounts are hereby incorporated by reference and made a part hereof.
7. *Processing and Settlement by Financial Institution.*
- (a) Except as provided in Section 4, Financial Institution will (i) process Entries received from Company to conform to the file specifications set forth in the *Rules*, (ii) transmit such Entries as an ODFI to the ACH Operator, and (iii) settle Entries as provided in the *Rules*.
- (b) Financial Institution will transmit such Entries to the ACH Operator by the deadline set forth in the attached Schedule B same business day, one (1) business day or two (2) business days

prior to the Effective Entry Date shown in such Entries, provided (i) such Entries are received by Financial Institution's related cut-off time set forth in attached Schedule B on a business day, (ii) the Effective Entry Date is at least one (1) day after such business day unless the entry is a Same Day ACH, and (iii) the ACH Operator is open for business on such business day (e.g. excluding Federal holidays). For purposes of this Agreement, Entries will be deemed received by Financial Institution, in the case of electronic file transmission, when the transmission is completed.

(c) If any of the requirements of clause (i), (ii), or (iii) of Section 5(b) are not met, Financial Institution will use reasonable efforts to transmit such Entries to the ACH Operator by the next deposit deadline on which the ACH Operator is open for business.

8. *Pre-Funding.* Financial Institution reserves the right to require Customer to pre-fund an Account maintained at Financial Institution prior to the Settlement Date of the ACH file. Financial Institution shall determine whether pre-funding is required based on criteria established from time to time by Financial Institution. Financial Institution will communicate directly to Customer if pre-funding is required and, if requested by Customer, will provide Customer with an explanation of its pre-funding criteria designated in Schedule H. If it is determined that pre-funding is required, Customer will provide immediately available and collected funds sufficient to pay all Entries initiated by Customer (a) not later than 8:00 a.m. local time 2 banking days before each Settlement Date, and (b) prior to initiating any Entries for which pre-funding is required.

9. *On-Us Entries.* Except as provided in Section 7, in the case of an Entry received for credit or debit to an account maintained with Financial Institution (an "On-Us Entry"), Financial Institution will credit or debit the Receiver's account in the amount of such Entry on the Effective Entry Date contained in such Entry, provided the requirements set forth in Section 5(b) are met. If any of those requirements are not met, Financial Institution will use reasonable efforts to credit or debit the Receiver's account on the next business day following such Effective Entry Date.

10. *Reversal of Entries.*

(a) *General Procedure.* Upon proper and timely request by the Customer, the Financial Institution will use reasonable efforts to effect a reversal of an Entry or File. To be "proper and timely," the request must (i) be made within five (5) Business Days of the Effective Entry Date for the Entry or File to be reversed; (ii) be made immediately, not to exceed ten (10) hours, upon discovery of the error; and (iii) be accompanied by a Reversal/Cancellation Request form and comply with all of the Rules. In addition, if the Customer requests reversal of a Debit Entry or Debit File, it shall concurrently deposit into the Customer Account an amount equal to that Entry or File. The Customer shall notify the Receiver of any reversing Entry initiated to correct any Entry it has initiated in error. The notification to the Receiver must include the reason for the reversal and be made no later than the Settlement Date of the reversing Entry.

(b) *No Liability: Reimbursement to the Financial Institution.* Under no circumstances shall the Financial Institution be liable for interest or related losses if the requested reversal of an Entry is not effected. The Customer shall reimburse the Financial Institution for any expenses, losses or damages it incurs in effecting or attempting to effect the Customer's request for reversal of an Entry.



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11. **Error Detection.** Financial Institution has no obligation to discover and shall not be liable to Customer for errors made by Customer, including but not limited to errors made in identifying the Receiver, or an Intermediary or RDFI or for errors in the amount of an Entry or for errors in Settlement Dates. Financial Institution shall likewise have no duty to discover and shall not be liable for duplicate Entries issued by Customer. Notwithstanding the foregoing, if the Customer discovers that any Entry it has initiated was in error, it shall notify the Financial Institution of such error. If such notice is received no later than four (4) hours prior to the ACH receiving deadline, the Financial Institution will utilize reasonable efforts to initiate an adjusting Entry or stop payment of any On-Us[®] credit Entry within the time limits provided by the Rules. In the event that Customer makes an error or issues a duplicate Entry, Customer shall indemnify, defend all claims, and hold Financial Institution harmless from any loss, damages, or expenses, including but not limited to attorney's fees, incurred by Financial Institution as result of the error or issuance of duplicate Entries.
12. **Prohibited Transactions.** Customer agrees not to use or attempt to use the Services (a) to engage in any illegal purpose or activity or to violate any applicable law, rule or regulation, (b) to breach any contract or agreement by which Customer is bound, (c) to engage in any internet or online gambling transaction, whether or not gambling is legal in any applicable jurisdiction, or (d) to engage in any transaction or activity that is not specifically authorized and permitted by this Agreement. Customer acknowledges and agrees that Financial Institution has no obligation to monitor Customer's use of the Services for transactions and activity that is impermissible or prohibited under the terms of this Agreement; provided, however, that Financial Institution reserves the right to decline to execute any transaction or activity that Financial Institution believes violates the terms of this Agreement.
13. **Suspension and Rejection of Entries.** Financial Institution will suspend processing of or reject any Entry which does not comply with the requirements of Section 25 or Section 4, or which contains an Effective Entry Date more than one (1) day after the business day such Entry is received by Financial Institution. Financial Institution has the right to suspend processing of or reject an On-Us Entry for any reason for which an Entry may be returned under the *Rules*. Financial Institution has the right to suspend processing of or reject any Entry if Company has failed to comply with its account balance obligations under Section 19. Financial Institution will notify Company by phone, electronic transmission, or in writing of such suspension or rejection no later than the business day such Entry would otherwise have been transmitted by Financial Institution to the ACH Operator, or in the case of an On-Us Entry, its Effective Entry Date. Financial Institution will have no liability to Company by reason of the suspension or rejection of any such Entry or the fact that such notice is not given at an earlier time than that provided for herein.

If any Entries are rejected by the ACH Operator for any reason, it is the responsibility of Company to remake such Entries. Should the file be rejected due to an error caused by Financial Institution, Financial Institution is responsible for remaking the file. In such a case, Company will supply sufficient information, as required in Section 33, to allow Financial Institution to recreate the entries for up to five (5) business days after midnight of the Settlement Date.

14. **Cancellation or Amendment by Company.** Company has no right to cancel or amend any Entry after its receipt by Financial Institution. However, Financial Institution will use reasonable efforts to act on a request by Company to cancel an Entry prior to transmitting it to the ACH Operator, or in the case of an On-Us Entry, prior to crediting or debiting a Receiver's account. Company will reimburse Financial Institution for any expenses, losses, or damages Financial Institution may incur in effecting or attempting to effect the cancellation or amendment of an Entry.



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15. **Notice of Returned Entries.** Financial Institution will promptly notify Company by phone, electronic transmission or in writing of the receipt of a returned Entry from the ACH Operator.
16. **Notifications of Change.** Financial Institution will notify Company by phone, electronic transmission or in writing of all Notifications of Change received by Financial Institution related to Company's Entries no later than two (2) banking days after receipt thereof. Company will ensure that changes requested by Notifications of Change for recurring payments are made within six (6) banking days of Company's receipt of the information or prior to initiating another Entry to the Receiver's account, whichever is later. If Company fails to correct the Entry, NACHA may impose fines that may be debited from Company's account.
17. **Re-initiation of Entries.** Company may not reinitiate Entries except as prescribed by the *Rules*.
18. **Payment by Company for Entries; Payment by ODFI for Entries.**
 - (a) Company will pay Financial Institution the amount of each *credit* Entry (including On-Us Entries) transmitted by Financial Institution pursuant to this Agreement at such time on the Settlement Date with respect to such credit Entry as Financial Institution, at its discretion, may determine.
 - (b) Company will pay Financial Institution the amount of each *debit* Entry returned by a Receiving Depository Financial Institution ("RDFI") pursuant to this Agreement.
 - (c) Financial Institution will pay Company the amount of each *debit* Entry (including On-Us Entries) transmitted by Financial Institution pursuant to this Agreement at such time on the Settlement Date with respect to such debit Entry as Financial Institution, at its discretion, may determine.
 - (d) Financial Institution will promptly pay Company the amount of each *credit* Entry returned by a RDFI pursuant to this Agreement.
19. **The Account.** Financial Institution may, without prior notice or demand, obtain payment of any amount due and payable to it under this Agreement by debiting the account(s) of Company identified in the attached Schedule C (each, an "Account"), and will credit the Account for any amount received by Financial Institution by reason of the return of an Entry transmitted by Financial Institution for which Financial Institution has previously received payment from Company. Such credit will be made as of the day of such receipt by Financial Institution. Company will at all times maintain a balance of available funds in the Account sufficient to cover its payment obligations under this Agreement. If there are not sufficient available funds in the Account to cover Company's obligations under this Agreement, Company agrees that Financial Institution may debit any account maintained by Company with Financial Institution or any affiliate of Financial Institution or that Financial Institution may set off against any amount it owes to Company, in order to obtain payment of Company's obligations under this Agreement.

Upon request of Financial Institution, Company agrees to promptly provide to Financial Institution information pertaining to Company's financial condition. Financial Institution reserves the right to pull a credit report at any time to evaluate Company's ongoing financial condition.
20. **Account Reconciliation and Periodic Statement.** The periodic statement issued by Financial Institution for Company's Account will reflect Entries credited and debited to Company's Account. Company agrees to notify Financial Institution promptly of any discrepancy between Company's records and the information shown on any such periodic statement. If Company fails to notify

Financial Institution within ten (10) days of receipt of a periodic statement, Company agrees that Financial Institution will not be liable for any other losses resulting from Company's failure to give such notice, including any loss of interest or any interest equivalent with respect to an Entry shown on such periodic statement. If Company fails to notify Financial Institution within sixty (60) days of receipt of a periodic statement, Company will be precluded from asserting such discrepancy against Financial Institution.

21. *Company Representations and Agreements; Indemnity.* Company agrees that (a) each person shown as the Receiver on an Entry received by Financial Institution from Company has authorized the initiation of such Entry and the crediting of its account in the amount and on the Effective Entry Date shown on such Entry, (b) such authorization is operative at the time of transmittal or crediting by Financial Institution as provided herein, (c) Entries transmitted to Financial Institution by Company are limited to those types of Entries set forth in this Agreement, (d) Company will perform its obligations under this Agreement in accordance with all applicable laws and regulations, and (e) Company will be bound by and comply with the *Rules* as in effect from time to time, including without limitation the provision of the *Rules* that makes payment of an Entry by the RDFI to the Receiver provisional until receipt by the RDFI of final settlement for such Entry; and specifically acknowledges that if such settlement is not received, the RDFI will be entitled to a refund from the Receiver of the amount credited and Company will not be deemed to have paid the Receiver. Company will indemnify Financial Institution against any loss liability or expense (including attorneys' fees and expenses) resulting from any breach of any of the foregoing agreements.

22. *Financial Institution Responsibilities; Liability; Limitations on Liability; Indemnity.*

(a) Financial Institution is responsible only for performing the services expressly provided for in this Agreement, and is liable only for its negligence in performing those services. Financial Institution is not responsible for Company's acts or omissions (including without limitation to the amount, accuracy, timeliness of transmittal or due authorization of any Entry received from Company) or those of any other person, including without limitation to any Federal Reserve Bank or transmission or communications facility, any Receiver or RDFI (including without limitation to the return of an Entry by such Receiver or RDFIs), and no such person will be deemed Financial Institution's agent. Company agrees to indemnify Financial Institution against any loss, liability or expense (including attorneys' fees and expenses) resulting from any claim of any person that Financial Institution is responsible for, any act of omission by Company or any other person described in this Section.

(b) Financial Institution is only liable for Company's actual damages due to claims arising solely from Financial Institution's obligations to Company with respect to Entries transmitted pursuant to this Agreement. In no event will Financial Institution be liable for any consequential, special, punitive or indirect loss or damage that Company may incur or suffer in connection with this Agreement, including losses or damage from subsequent wrongful dishonor resulting from Financial Institution's acts or omissions pursuant to this Agreement.

(c) Financial Institution is excused from failing to act or delay in acting if such failure or delay is caused by legal constraint, interruption of transmission or communication facilities, equipment failure, war, emergency conditions or other circumstances beyond Financial Institution's control. In addition, Financial Institution is excused from failing to transmit or delay in transmitting an Entry if such transmittal would result in Financial Institution's having exceeded any limitation upon its intra-day net funds position established pursuant to Federal Reserve guidelines or if



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Financial Institution reasonably believes it would violate any provision of any risk control program of the Federal Reserve or any rule or regulation of any other U.S. governmental regulatory authority.

- (d) Financial Institution's liability for loss of interest resulting from its error or delay will be calculated by using a rate equal to the average Federal Funds Rate at the Federal Reserve Bank of New York for the period involved. At Financial Institution's option, payment of such interest may be made by crediting the Account.

23. Compliance with Security Procedures.

- (a) If an Entry (or a request for cancellation or amendment of an Entry) received by Financial Institution purports to have been transmitted or authorized by Company, it will be deemed effective as Company's Entry (or request) and Company will be obligated to pay Financial Institution the amount of such Entry (or request) even though the Entry (or request) was not authorized by Company, whether or not Financial Institution acted in compliance with the security procedure referenced in Schedule A. If signature comparison is to be used as a part of that security procedure, Financial Institution will be deemed to have complied with that part of such procedure if it compares the signature accompanying a file of Entries (or request) with the signature of an Authorized Representative of Company and, on the basis of such comparison, believes the signature to be that of such Authorized Representative.

24. Inconsistency of Name and Account Number. Company acknowledges and agrees that, if an Entry describes the Receiver inconsistently by name and account number, payment of the Entry transmitted to the RDFI might be made by the RDFI (or by Financial Institution in the case of an On-Us Entry) on the basis of the account number even if it identifies a person different from the named Receiver, and that Company's obligation to pay the amount of the Entry to Financial Institution is not excused in such circumstances.

25. Transmittal of Entries by Company. Company will transmit Entries to Financial Institution in compliance with the formatting and other requirements set forth in the attached Schedule B, as we update it from time to time.

26. Exposure Limits. Company's ability or originate Entries under this Agreement is subject to ACH exposure limits in accordance with the *Rules*. The total dollar amount of Entries transmitted, frequency of origination and payment application (debits or credits) originated by Company to Financial Institution must comply with limits set forth in the attached Schedule G.

27. Reporting Requirement. Financial Institution will provide reporting information to NACHA regarding Company if Company's return rate for unauthorized Entries exceeds the Unauthorized Entry Return Rate Threshold, the Administrative Return Rate Level or Overall Return Rate Level as required by the *Rules*.

28. Specific Entry Types. The *Rules* contain special requirements and impose additional obligations on Financial Institution when it acts as ODFI with respect to certain Entry types. As a result, Financial Institution must obtain additional agreements and representations from Company with respect to those Entry types. Those additional agreement and representations are set forth for each Entry type below. If Company sends any of the Entry types below, it automatically makes the additional

agreements and representations that are set forth for that Entry type below. Further definitions of the entry types can be found in Appendix I.

(a) Accounts Receivable (ARC) Entries.

- (i) *Notification.* Company will provide notice(s) prior to receiving the source document (i.e. check or sharedraft) in accordance with the *Rules*.
- (ii) *Eligibility Requirements.* Company will initiate an ARC Entry only if the source document meets the definition of an Eligible Source Document in accordance with the *Rules*.
- (iii) *Entry Information.* Company will ensure that the amount of the Entry, the routing number, the account number and check serial number are in accordance with the source document. A reading device must be used to capture the routing number, account number and check serial number from the MICR line of the source document.
- (iv) *Eligible Source Document.* Company will retain a reproducible front copy of the source document for two (2) years from the Settlement Date of the ARC Entry. Company will provide Financial Institution with a copy of the item within seven (7) business days upon request. Company will ensure that the source document to which the ARC Entry relates is not presented for payment. Company will employ commercially reasonable methods to securely store the source document and banking information related to the ARC Entry until destruction.

(b) Back Office Conversion (BOC) Entries.

- (i) *Notification.* Company will provide notice(s) prior to receiving the source document (i.e. check or sharedraft) in accordance with the *Rules*.
- (ii) *Eligibility Requirements.* Company will initiate a BOC Entry only if the source document meets the definition of an Eligible Source Document in accordance with the *Rules*.
- (iii) *Entry Information.* Company will ensure that the amount of the Entry, the routing number, the account number and check serial number are in accordance with the source document. A reading device must be used to capture the routing number, account number and check serial number from the MICR line of the source document.
- (iv) *Receiver Identification.* Company will employ commercially reasonable methods to verify the identity of the Receiver.
- (v) *Working Telephone Number.* Company will maintain a working telephone number that is answered during normal business hours for Receiver inquiries.
- (vi) *Eligible Source Document.* Company will retain a reproducible front copy of the source document for two (2) years from the Settlement Date of the BOC Entry. Company will provide Financial Institution with a copy upon request. Company will ensure that the source document to which the BOC Entry relates is not presented for payment. Company will employ commercially reasonable methods to securely store the source document and banking information related to the BOC Entry until destruction.

(c) Point-of-Purchase (POP) Entries.

- (i) *Notification.* Company will provide notice(s) prior to acceptance of the source document (i.e. check or sharedraft) in accordance with the *Rules*.
- (ii) *Authorization.* Company will obtain written Authorization for POP Entries in accordance with the *Rules* and U.S. law. Company will retain the Authorization or a copy of the Authorization for a period of two (2) years from the Settlement Date of the POP Entry. Company will, upon request within seven (7) business days, provide Financial Institution an original or copy of the Receiver's Authorization for POP Entries.
- (iii) *Entry Information.* Company will ensure that the amount of the Entry, the routing number, the account number and check serial number are in accordance with the source document. A reading device must be used to capture the routing number, account number and check serial number from the MICR line of the source document.
- (iv) *Eligibility Requirements.* Company will initiate a POP Entry only if the source document meets the definition of an Eligible Source Document in accordance with the *Rules*.
- (v) *Eligible Source Document.* Company will void and return the source document to the Receiver. Company will also ensure that the source document has not been provided by the Receiver for use in any prior POP Entry.
- (vi) *Receipt.* Company will ensure that the Receiver is provided with a receipt that contains information relating to the POP Entry, as required by the *Rules*.

(d) Re-presented Check (RCK) Entries.

- (i) *Notification.* Company will provide notice of its RCK policy prior to acceptance of the consumer's check.
- (ii) *Eligibility Requirements.* Company will initiate an RCK Entry only if the check meets the eligibility requirements in accordance with the *Rules*.
- (iii) *Good Title.* Company warrants that it has good title to the returned item.
- (iv) *The Original Check.* Company warrants that all signatures are authentic and authorized; the item has not been altered; the item is not subject to a defense or claim in retrieval of any party that can be asserted against Financial Institution; there is no knowledge of insolvency of the maker or acceptor; the amount was accurately obtained from the item; and the information encoded in magnetic ink is correct. Company agrees that any restrictive endorsement on the check will be void or ineffective when the check is presented as an RCK Entry.
- (v) *Collection of Fees.* Company will not add a collection fee to the original amount of the check. To collect fees related to return check processing, Company will provide notice at the time the original check is accepted and will initiate a separate ACH debit Entry using the PPD format.

- (vi) *Retention.* Company will retain a reproducible front and back copy of the check for seven (7) years from the Settlement Date of the RCK Entry. Company will provide Financial Institution with a copy of the item within seven (7) business days.

(e) Telephone-Initiated (TEL) Entries.

- (i) *Authorization.* Company will obtain authorization for TEL Entries in accordance with the Rules and U.S. law. Company will retain the original or a copy of the written notice, or the original or a duplicate audio recording of the oral authorization for a period of two (2) years from (i) the settlement date of a single Entry, or (ii) from the termination or revocation of the authorization for a recurring Entry or a single Entry scheduled in advance. Company will provide Financial Institution an original or copy of the Receiver's Authorization for TEL Entries within seven (7) business days upon request.
- (ii) *Routing Number Verification.* Company will employ a commercially reasonable procedure to verify routing numbers.
- (iii) *Receiver Identification.* Company will employ a commercially reasonable procedure to verify the identity of the Receiver.

(f) Mobile and Internet-Initiated (WEB) Entries.

- (i) *Authorization.* Company will obtain Authorization for WEB Entries in accordance with the Rules and U.S. law. Company will retain a record of the Authorization for a period of two (2) years from (i) the Settlement Date of a single WEB Entry, and (ii) the termination or revocation of the Authorization of a recurring WEB Entry or a single WEB Entry scheduled in advance. Company will provide Financial Institution an original or copy of the Receiver's Authorization for WEB Entries within seven (7) business days upon request.
- (ii) *Receiver Identification.* Company will employ commercially reasonable methods of authentication to verify the identity of the Receiver.
- (iii) *Routing Number Verification.* Company will employ a commercially reasonable procedure to verify routing numbers.
- (iv) *Fraudulent Transaction Detection System.* Company will employ a commercially reasonable fraudulent transaction detection system.
- (v) *Secure Transmissions.* Banking information related to an Entry that is Transmitted via a Secured or an Unsecured Electronic Network must, at all times from the point of data entry and through the Transmission of such banking information, be either Encrypted or Transmitted via a secure session, in either case using a commercially reasonable technology that provides a level of security that, at a minimum, is equivalent to 128-bit RC4 encryption technology. Banking information includes any Entry, routing number, account number, PIN or other identification symbol.
- (vi) *Website Security Audit.* Company will conduct an annual audit to ensure that the financial information it obtains from Receivers is protected by security practices and procedures that include, at a minimum, adequate levels of (i) physical security to protect

against theft, tampering or damage; (ii) personnel and access controls to protect against unauthorized access and use; and (iii) network security to ensure secure capture, storage and distribution.

(g) International ACH Transaction (IAT).

- (i) *Responsibilities.* Company is responsible for the accuracy of the file and assumes all responsibilities in the event of an error or duplicate entry.
- (ii) *Currency Conversion.* Company assumes all risks and liabilities for foreign exchange conversion, including terms and conditions. Company will accept IAT Entries returned in a different dollar amount than the original entry.
- (iii) *Compliance.* Company warrants the IAT Entry has been authorized, if required, in compliance with the laws and payment system rules of the receiving country.

(h) Prearranged Payment and Deposit Entry (PPD).

Assumption of ODFI Warranties. Company warrants to Financial Institution that Company makes the warranties and assumes the liabilities of Financial Institution under the PPD Rules, including Company:

- (i) Will obtain Authorization for PPD Entries in accordance with the *Rules* and U.S. law and will retain a record of the authorization for a period of two (2) years from the termination or revocation of the Authorization. Company will, upon request within seven (7) business days, provide Financial Institution an original or copy of the Receiver's Authorization for PPD Entries.
- (ii) May send prenotifications three (3) banking days prior to initiating the first Entry to a Receiver's account. Company will provide any such notice to Financial Institution in the format and on the medium provided in the *Rules* and Schedule B. Should Company receive notice that any such pre-notification has been rejected by an RDFI or the ACH Operator, Entries will not be initiated. Should Company receive a Notification of Change from an RDFI, such Entries will not be initiated unless the requested changes have been made.
- (iii) Provides written notification to the Receiver ten (10) calendar days in advance if the amount of the Entry varies from the previous one, unless the Authorization indicates variable amounts.
- (iv) Provides written notification to the Receiver seven (7) calendar days in advance of the new debit date if the date of the debit changes.

(i) Corporate Payment Applications (CTX) (CCD+) (CCD).

- (i) *Pre-notifications.* Company may send a prenotification three (3) banking days prior to initiating the first Entry to a Receiver's account. Company will provide any such notice to Financial Institution in the format and on the medium provided in the *Rules* and Schedule B. Should Company receive notice that any such pre-notification has been rejected by an RDFI or the ACH Operator, Entries will not be initiated. Should Company



receive a Notification of Change from an RDFI, such Entries will not be initiated unless the requested changes have been made.

- (ii) *Uniform Commercial Code Article 4A (UCC-4A) Disclosure.* In regards to the origination of "wholesale credit" Entries, (defined as corporate ACH credit transfers containing Standard Entry Class Codes "CCD" and "CTX"), the following disclosure is provided:
1. The Entry may be transmitted through the ACH;
 2. The rights and obligations of the Originator concerning the Entry will be governed by and construed in accordance with the laws of the State of Ohio;
 3. Credit given by the RDFI to the Receiver for the Entry is provisional until the RDFI has received final settlement through a Federal Reserve Bank or otherwise has received payment as provided for in Section 4A-403(a) of the UCC Article 4A; and
 4. If the RDFI does not receive such payment for the Entry, the RDFI is entitled to a refund from the Receiver in the amount of the credit to the Receiver's account, and the Originator will not be considered to have paid the amount of the credit Entry to the Receiver.

29. Same Day ACH Originators (requires additional approval).

Same Day ACH is not effective for this Company.

The following section provides the Company and the Financial Institution the requirements and responsibilities related to the origination of Same Day ACH Entries.

- (a) Company wishes to initiate credit Same Day ACH Entries and/or debit Same Day ACH Entries pursuant to the terms of this section of the Agreement and in accordance to the NACHA Rules.
- (b) Company will initiate Entries with an Effective Entry Date of the current date, and submit those Entries to the Financial Institution per the processing schedule deadlines in Schedule B for Same Day Settlement. Same Day Entry Fees and/or additional fees in Schedule D will apply to these Entries. Any ACH Entries received by the Financial Institution containing stale-dated or incorrect/invalid Effective Entry Dates will be processed as Same Day ACH Entries and the appropriate Same Day ACH Entry fees will apply.
- (c) The Financial Institution may require the Company Descriptive Date to be filled with the convention "SDHHMM" where "SD" denotes the intent for same-day processing and "HHMM" denotes the hour and minutes that correspond to the desired settlement time of 1:00 p.m. or 5:00 p.m. ET. This indicator is available for use by the Company and Financial Institution to more clearly identify Same Day ACH Entry.
- (d) The Company agrees to the security procedures outlined in Section 4 and 5 of the Agreement, Schedule A and any currently reasonable security measures.

30. Payment for Services. Company will pay Financial Institution the charges for the services provided for in this Agreement and as set forth in Schedule D. Financial Institution will provide Company



written notification of changes in fees and services thirty (30) calendar days prior to such changes going into effect. Such charges do not include, and Company will be responsible for payment of, any sales, use, excise, value-added, utility or other similar taxes relating to the services provided for in this Agreement, and any fees or charges provided for in this Agreement between Financial Institution and Company with respect to the Account.

31. *Amendments.* From time to time Financial Institution may amend any of the terms and conditions contained in this Agreement, including without limitation, any cut-off time, any business day, and any part of the Schedules attached hereto. Such amendments will become effective upon receipt of notice by Company or such later date as may be stated in Financial Institution's notice to Company.

32. *Notices and Instructions.*

- (a) Except as otherwise expressly provided herein, Financial Institution is not required to act upon any notice or instruction received from Company or any other person, or to provide any notice or advice to Company or any other person with respect to any matter.
- (b) Financial Institution is entitled to rely on any written notice or other written communication believed by it in good faith to be genuine and to have been received from an Authorized Representative. The names and signatures of Authorized Representatives are set forth in Schedule E attached hereto. Company may add or delete any Authorized Representative by written notice to Financial Institution signed by at least two Authorized Representatives other than that being added or deleted. Such notice will be effective on the second (2) business day following the day of Financial Institution's receipt.
- (c) Except as otherwise expressly provided herein, any written notice or other written communication required or permitted to be given under this Agreement must be delivered or sent to the following unless another address is substituted by notice delivered or sent as provided herein. Except as otherwise expressly provided herein, any such notice will be deemed given when received by:

If to Financial Institution:

Attention: ACH Coordinator
 Address: 105 Sheffield Center
 City, State, Zip: Lorain, OH 44055
 Facsimile: 440-233-8814
 E-mail: buckeyebank@buckeyebank.com

And, if to Company: Clearview Local School District
 Attention: Mary Ann Nowak
 Address: 4700 Broadway Ave.
 City, State, Zip: Lorain, Oh 44052
 E-mail: mary-ann.nowak@clearviewschools.org



Today and tomorrow, your partner for growth

33. **Data Retention.** Company will retain data on file adequate to permit remaking of Entries for five (5) days following the date of the transmittal by Financial Institution as provided here, and will provide such data to Financial Institution upon its request.
34. **Third Parties.** Company will enter into a contract with, and assume full liability for any action made by, any third-party processor used by Company to initiate Entries on its behalf. Company will notify Financial Institution of the use of any third-party.
35. **Obligations of a Third-Party Sender.** The *Rules* contain special requirements and impose additional obligations on Financial Institution when it acts as Company's ODFI with respect to Entries Company sends as a Third-Party Sender. If Company sends Financial Institution any Entries as a Third-Party Sender, Company automatically makes the additional agreements and representations to Financial Institution that are contemplated by the *Rules*.
36. **Reversing Entries.** Company will notify the Receiver of the reversing Entry and reason no later than the Settlement Date of the reversing Entry. This notification may be made by Company's method of choice (fax, telephone, etc.).
37. **Audit.** Financial Institution has the right to audit Company's compliance with the *Rules*, U.S. law, and Financial Institution policies. Company will provide reasonable assistance and information to conduct such audit, including reasonable access to operating systems, policies, procedures, records, and other materials.
38. **Termination.** Either party may terminate this Agreement upon ten (10) days' written notice to the other party. In addition, Financial Institution may terminate this Agreement or suspend Company's use of the ACH origination service under this Agreement immediately and without giving Company prior written notice if Company has breached the *Rules*, any entry Company transmits to Financial Institution or any of Company's acts or omissions might cause Financial Institution to breach the *Rules* or any representations or warranties Financial Institution makes under the *Rules*, or Financial Institution believes termination or suspension is necessary for Financial Institution to comply with the *Rules*. Any termination or suspension of this Agreement will not affect any of Financial Institution's rights or Company's obligations with respect to Entries transmitted prior to such termination or suspension, or the payment obligations of Company with respect to services performed by Financial Institution prior to termination or suspension.
39. **Cooperation in Loss Recovery Efforts.** In the event of any damages for which Financial Institution or Company may be liable to each other or to any third-party pursuant to the services provided under this Agreement, Financial Institution and Company will undertake reasonable efforts to cooperate with each other, as permitted by applicable law, in performing loss recovery efforts and in connection with any actions that the relevant party may be obligated to defend or elects to pursue against any third-party.
40. **Entire Agreement.** This Agreement, including the Schedules attached hereto, together with the Account Agreement, is the complete and exclusive statement of the Agreement between Financial Institution and Company with respect to the subject matter hereof and supersedes any prior Agreement(s) between Financial Institution and Company with respect to such subject matter. In the event of any inconsistency between the terms of this Agreement and the Account Agreement, the terms of this Agreement will govern. If performance of the services provided herein would result in a violation of any present or future statute, regulation or government policy to which Financial



Institution is subject, and which governs or affects the transactions contemplated by this Agreement, then this Agreement will be deemed amended to the extent necessary to comply with such statute, regulation or policy, and Financial Institution will incur no liability to Company as a result of such violation or amendment.

- 41. Non-Assignment. Company may not assign this Agreement or any of the rights or duties hereunder to any person without Financial Institution's prior written consent.
42. Waiver. Financial Institution may waive enforcement of any provisions of this Agreement. Any such waiver will not affect Financial Institution's rights with respect to any other transaction or modification of the terms of this Agreement.
43. Binding Agreement; Benefit. This Agreement is binding upon and benefits the parties to this Agreement and their respective legal representatives, successors, and assigns. This Agreement is not for the benefit of any other person, and no other person has any right against Financial Institution or Company under this Agreement.
44. Severability. If any provision of this Agreement is determined to be invalid, illegal or unenforceable to any extent, the remainder of this Agreement will not be impaired or otherwise affected and will continue to be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Clearview Local School District
Company

Mary Ann Nowak
Signed By

Mary Ann Nowak
Printed/Typed Name

Treasurer
Title

Buckeye Community Bank
Financial Institution

Signed By

Sarah S. Smith
Printed/Typed Name

Treasury Management
Title

Schedule A Security Procedures

Customer is responsible to strictly establish and to maintain procedures to safeguard against unauthorized transactions. Customer warrants that no individual will be allowed to initiate transfers in the absence of proper supervision and safeguards, and agrees to take reasonable steps to maintain the confidentiality of the security procedures and any passwords, codes, security devices, and related instructions provided by Financial Institution. If Customer believes or suspects that any such information has been accessed by an unauthorized individual, Customer will verbally notify Financial Institution immediately, followed by written confirmation. The occurrence of such notification will not affect any transfers made in good faith by Financial Institution prior to the notification and within a reasonable time period to prevent unauthorized transfers.

Data Security

Limiting access and securely storing ACH data used in the routing and settlement of ACH transactions is a critical data security precaution. Customer's ability to limit access to production data can be done through commercially available software products. Access can be limited to specific programs, user IDs, or read-only or read-and-edit-only access functionality. Files can also be transmitted between ACH participants using the following data protection methods: encryption and authentication.

- (a) Encryption is a process of scrambling data content through hardware or software in order to protect the confidentiality of a file's contents. This information should remain encrypted between all parties in the ACH Network using commercially reasonable procedures and must be transmitted using security technology that is 128-bit RC4 technology (minimum standards).
- (b) Authentication is a process of ensuring that files and data content have not been altered between the Originator and receiving points. Like encryption, this can be done using hardware or software to ensure data integrity.

All ACH files must be formatted according to the *Rules* or other pre-approved format; transmission specifications will be established by Financial Institution.

- (a) Customer will only transmit files on the dates specified in the agreed upon transmittal schedule. Changes to this schedule must be made in writing and signed by an authorized contact of the Customer.
- (b) Customer will transmit files to Financial Institution via pre-arranged access to ACH system utilizing agreed upon logon procedures and proper access identification.
- (c) Depending upon how files are transmitted to Financial Institution, the files may be required to be encrypted by Customer before being transmitted to Financial Institution.
- (d) File totals will be confirmed by the Financial Institution based on of the ACH Transmittal, which can be sent via fax. This document must be signed by an authorized User.
- (e) Initiating International ACH Transactions (IATs) are prohibited.



- (f) Customer must have a deposit account with Buckeye Community Bank. The account must have collected funds on the date the Entry file is initiated.
- (g) Customer will transmit files to Buckeye Community Bank, 105 Sheffield Center, Lorain, OH 44055, telephone 440-233-8800 via the Bank's NetTeller online product.

Should any of the above procedures not be met, the file will be rejected by Financial Institution and Customer will be notified.

Security Procedures

- (a) Financial Institution is entitled to rely on any written notice or other written communication believed by it in good faith to be genuine and to have been signed by the Authorized Representative, and any such communication is deemed to have been signed by such person.
- (b) Financial Institution will not be responsible for verifying the authenticity of any person claiming to be an Authorized Representative of Company or the authenticity of any instruction, direction or information provided.
- (c) Financial Institution may, but is under no obligation to, hold suspicious files or files that do not adhere to established security, exceed exposure limits, violate the terms of this Agreement or the *Rules*, or for other reasons. Such files will require authorization by an Authorized Representative of Company before transmission to the ACH Operator.
- (d) Financial Institution requires the following *minimum* levels of network and computer security for all Originators.
 - Implement reliable and current anti-virus and security software for all computer workstations and laptops used to conduct online banking, initiate payments and initiate ACH transactions.
 - Hardware and software firewalls.
 - Security policy and procedures designed to protect Company's network from unauthorized access (i.e. data breach) and avoid disclosing protected information (i.e. account numbers, social security numbers, etc.)
 - Dual controls for payment file initiation. Dual control involves file creation by one employee with file approval and release by another employee.
- (e) Financial Institution strongly recommends the following additional levels of commercially reasonable practices.
 - Dedicated computer with static IP address for file initiation.
 - Process to patch systems timely.
 - Regular employee training.
 - Implementation of multi-factor and multi-channel authentication. Multi-factor authentication includes at least two of the following: 1) something the person knows (user ID, PIN, password), 2) something the person has (password-generating token, USB token), 3) something the person owns (biometrics, i.e., fingerprint scan), and 4) a watermark.

- Block access to unnecessary or high-risk websites. At a minimum, prevent access to websites that employees should not visit during work hours. Common sites that carry high-risk include adult entertainment, online gaming, social networking and personal email.
- Require all employees to use strong passwords and change their passwords frequently on both the computer and online banking access.
- Reconcile accounts online on a daily basis; at a minimum, review pending or recently sent ACH files.

Company will supply evidence to Financial Institution of the above security requirements within ten (10) business days of such request.

(h) Account security:

Financial Institution requires the following account security:

- Files must be initiated and transmitted under dual control.
- Out of band authentication (indicate type: Call back, Email verification, IP address authentication, SMS code, etc.)
- New or altered credentials will require authorization before becoming active.

(i) Opt Out:

Company opts-out of the following required or recommended security procedures encouraged by Financial Institution. Company understands the risks associated with refusal and assumes all liability.

Authorized Signature to Opt Out of the above noted security procedures

Signature _____

Title _____

The Financial Institution may terminate this Agreement at any time for non-compliance with the required security procedures.

Schedule B ACH File Delivery and Processing

File Delivery

ACH File transmissions made over an unsecured electronic network must use at least the minimum level of encryption required by the *Rules*.

- (a) *Internet Banking/ACH Transmission:* Company's Authorized Representative will access Internet Banking by utilizing prearranged log-on procedures and additional verification processes, including, but not limited to, use of security questions.
- (b) *Format and content of entries:* All files must be submitted in NACHA format. The Customer should refer to Appendix Two in the NACHA Rulebook for specific formatting details.

Financial Institution will anticipate the receipt of an ACH File Transmission from Company on each scheduled processing date identified by Company in writing and agreed to by Financial Institution. Company is responsible for ensuring that Financial Institution receives the Transmission on each processing date indicated in the processing schedule. Company's Authorized Representative will notify Financial Institution if a Transmission will not take place on the prearranged scheduled processing date.

Transmission totals will be provided to Financial Institution for File verification. In the event of a discrepancy, Financial Institution will contact Company's Authorized Representative.

Company is solely responsible for the accurate creation, modification, and deletion of the account information maintained on Company's personal computer. Company is solely responsible for access to ACH Protected Information maintained by Company.

Processing Schedule

Credit Entries

Deadline	Day of Delivery
1:00 p.m. EST	Two (2) business days prior to Effective Date*

Debit Entries

Deadline	Day of Delivery
1:00 p.m. EST	One (1) business days prior to Effective Date*

*Effective Date must be a Business Day or the file will be processed on the first business day following the effective date.

Credit and Debit Entries for Same Day ACH files

	Deadline	Day of Delivery
Window 1	10:15 a.m. EST	Current Date in the Effective Date field
Window 2	2:30 p.m. EST	Current Date in the Effective Date field



Schedule C Account Agreement

This schedule identifies Company Account(s) to which settlement should be applied for origination of Entries or settlement of return Entries.

Account Name	Account Number
<u>Clearview Local School District</u>	<u>200000608</u>
_____	_____
_____	_____
_____	_____



Schedule D Service Fees

Fee Schedule: Customer authorizes Financial Institution to debit any of the following fees from Customer's Account from time to time as appropriate:

Initial ACH Setup Fee	\$100.00
Batch File Fee	\$10.00 per file
Transaction Item	\$.10 per credit item \$.10 per debit item
SDA Batch File Fee	\$15.00 per file
SDA Transaction Item	\$.15 per credit item \$.15 per debit item
Return/NOC	\$ 7.50 per item
Unauthorized ACH Credit Return	\$ 5.00 per item
Unauthorized ACH Debit Return	\$ 5.00 per item
ACH Service Fee	\$20.00 per month
Deletions or Reversals	\$20.00 per occurrence or per file or per item
Special Handling Fee	\$50.00/hr. minimum 1 hour
Corporate Rules Book	\$20.00 per additional rule book



Schedule E ACH Authorization Form

All ACH transaction files must be delivered with a transmittal document (Schedule F) signed by the authorized representative(s).

Date: February 1, 2019

Company: Clearview Local School District

Company TIN Number: 34-60000658

Account Number: 200000608

Account Number: _____

Account Number: _____

Account Number: _____

The signatures below are the signatures of employees authorized by the Company with full authority to sign transmittal registers used in conjunction with the origination of ACH files. Such employees are referred to in the Agreement as "Authorized Representatives."

Number of signatures required to submit a transaction file for processing: 2

Printed Name	Signature
1. Annette Zientarski	<i>Annette Zientarski</i>
2. Darlene Michalski	<i>Darlene Michalski</i>
3. Mary Ann Nowak	<i>Mary Ann Nowak</i>
4.	
5.	
6.	

Mary Ann Nowak
Authorized Signature

Treasurer
Title



Schedule F ACH Transmittal

Fax to: 440-233-8814
Attn: ACH Coordinator

From: _____

Company: _____

Date: _____

Time: _____

Effective Date of the File(s): _____

Credits Originated: _____

Debits Originated: _____

Number of File(s): _____

Number of Records per File(s): _____

Created/Uploaded Authorized Signer: _____

Initiated/Approved Authorized Signer: _____

Must be faxed before 1:00 p.m.

This transmittal is notification of an outgoing file and does not constitute authorization. Authorization is deemed to be made at the time of initiation.



Schedule G ACH Exposure Limits

Maximum Amount of Any ACH file \$30,000.00

Per File Limits

Per File Limit for ACH Debit Transactions \$ not applicable

Per File Limit for ACH Credit Transactions \$ 30,000.00

Total Aggregate Exposure Limits

Total Aggregate ACH Debit Limit \$ 30,000.00
(The maximum amount of ACH files that can be originated over a 5 day period.)

Total Aggregate ACH Credit Limit \$ 30,000.00
(The maximum amount of ACH files that can be originated over a 5 day period.)

Per NACHA Rules, in the case of WEB entries, the ODFI must establish an exposure limit for the Originator or Third-Party Sender:

WEB Debit Limits

Per File Limit \$ not applicable

Daily Limit \$ not applicable



Schedule H Pre-funding Authorization

I authorize Buckeye Community Bank to pre-fund all of my ACH Origination files by placing a hold for the total amount of the batch for a period of time to expire on the settlement date of the file. If funding is not available at the time the file is presented, the file will not be released for processing.

I understand that any items presented for payment against these balances may not be paid as long as the hold is in effect.

Account Name Clearview Local School District Account Number 200000608

Customer Signature Mary Ann Rowan

Customer Signature _____
(If two signatures are required)

Customer Name Clearview Local School District

Date _____

Accepted by _____ Date: _____

APPENDIX I

The following are ACH Standard Entry Class Codes (SEC) which is subject to specific restrictions depending on the SEC Code listed below:

- **ARC - Accounts Receivable Entry** - An ACH debit created from a check received in the U.S. Mail or a drop box location and converted to an ACH debit. (Refer to NACHA Rules regarding items eligible for check conversion).
- **BOC – Back Office Conversion** – During back office processing, an ACH debit is created from a check received at the point of check being tendered or received at a “manned” bill payment location for in-person payments. (Refer to NACHA Rules regarding items eligible for check conversion).
- **CCD – Corporate Credit or Debit** – Either a credit or debit where funds are either distributed or consolidated between corporate entities.
- **CTX - Corporate Trade Exchange** –The transfer of funds (debit or credit) within a trading partner relationship in which payments related information is placed in multiple addenda records.
- **IAT – International ACH Transaction** – A debit or credit Entry that is part of a payment transaction involving a financial agency's office that is not located in the territorial jurisdiction of the United States. (Refer to NACHA Rules for further definitional details)
- **POP - Point-of-Purchase**- ACH debit application used by Originators as a method of payment for the in-person purchase of goods or services by receivers (check conversion). (Refer to NACHA Rules regarding items eligible for check conversion).
- **PPD - Prearranged Payment and Deposit**
 - **Direct Deposit** - The transfer of funds into a consumer's account. Funds being deposited can represent a variety of products, such as payroll, interest, pension, dividends, etc.
 - **Direct Payment** - Preauthorized payment is a debit application. This includes recurring bills that do not vary in amount -- insurance premiums, mortgage payments, charitable contributions, and installment loan payments or standing authorizations where the amount does vary, such as utility payments.
- **RCK - Re-presented Check** - An ACH debit application used by originators to re-present a consumer check that has been processed through the check collection system and returned because of insufficient or uncollected funds. (Refer to NACHA Rules regarding items eligible for check conversion).
- **TEL - Telephone-Initiated Entry** – This is used for the origination of a single Entry debit transaction to a consumer's account pursuant to an oral authorization obtained from the consumer via the telephone.
- **WEB - Internet-Initiated Entry** - A debit Entry or enrollment in recurring debit to a consumer account initiated by an Originator pursuant to an authorization that is obtained from the receiver via the Internet.

*The above SEC Codes are the most commonly-used and not an all-inclusive list.



Renewal Notice

Acct #: 14807
CDUS21637

Attn: Clearview Local School Dist

Thank you for your continued partnership with Frontline. As part of our commitment to improve our processes and transparency, we are providing you with your renewal notice earlier this year. As you may remember, we made some changes to the way that we license our products last year, which included providing a districtwide license. This is based on the number of full time employees your district employs as listed on the NCES website. As a result, we are no longer considering the number of users in your systems as the way to determine your pricing.

We remain focused on providing you industry-leading solutions and technology for K-12. By continuing our partnership, you can take advantage of the significant strides we have made in creating a unified platform for your Frontline applications: an intuitive mobile app, insight driven dashboards, SOC 2-compliant security, and more.

Your pricing for 2019 is included below, and if you have any questions, feel free to reach out to your renewal specialist, Laurie Menter, directly at (314) 665-2510 or via renewals@frontlineed.com. An invoice will be provided no later than 30 days prior to your renewal and can be provided earlier upon request.

You can acknowledge your renewal online by clicking [here](#).

Sincerely,

Jim Catalino, Chief Revenue Officer



Renewal Notice

Acct #: 14807
CDUS21637

THIS IS NOT AN INVOICE

If you have any questions or concerns, please contact our Renewals Team at renewals@frontlineed.com.

Clearview High School
4700 Broadway Ave
Lorain OH 44052

Subscription Start Date: 7/1/2019

Qty	Description	Start	End	End User	Rate	Amount
1	Applicant Tracking, unlimited usage for internal employees	7/1/2019	6/30/2020	14807 Clearview Local School Dist	\$2,100.00	\$2,100.00

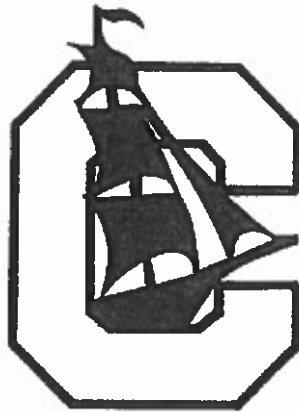
TOTAL RENEWAL \$2,100.00

Exhibit

X. C. 2.

CLEARVIEW HIGH SCHOOL

CLEARVIEW HIGH SCHOOL



"Setting Sail For Excellence"

2019-2020

COURSE SELECTION GUIDE



Clearview High School

4700 Broadway Avenue • Lorain, OH 44052 • Phone: (440) 233-6313 • Fax: (440) 233-6311

Noeleen Rothacker
Principal

Michael Newman
Assistant Principal

February 15, 2019

Dear Students and Parents:

Course selection is a very important decision for each of you. Please take this process seriously and consider your long-term goals when requesting courses for next year.

While each student receives a personal scheduling appointment with one of our guidance counselors, we strongly encourage each parent to take an active role and look through the course selection guide. This is a great opportunity for you to ask questions and get involved.

The course selection guide contains detailed information about the path you should follow in order to be prepared to obtain your vocational or post-high school goals. It also contains information about numerous programs designed to meet the unique needs of individual students.

Please do not hesitate contacting the Guidance Department at 233-6313 for additional information or assistance.

Sincerely,

Noeleen Rothacker
Principal

Michael Newman
Assistant Principal

Alicia Howard
School Counselor A-L

Carolyn Kazel
School Counselor M-Z

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CLEARVIEW HIGH SCHOOL
Projected Fees for the 2018-2019 School Year

HIGH SCHOOL

Advanced Courses - English	\$10.00	
Art I	\$5.00	
Art II	\$10.00	
Advanced Art	\$20.00	
Art Independent Study	\$20.00	
Ceramics	\$20.00	
Historical Cinema:Art History	\$5.00	
Contemporary Folk Art	\$10.00	
Digital Photography I & II	\$ 5.00	
Intro to Family & Consumer Science	\$10.00	
Personal Financial Management	\$ 5.00	
Child Development	\$10.00	
Global Foods	\$15.00	
Healthy Foods	\$20.00	
Principle of Foods		\$20.00
RATS Food Science	\$20.00	
Textile Design	\$20.00	
Interior Design II	\$20.00	
Visual Design I & II	\$10.00	

All student fees and debts should be paid as soon as possible

Interim Progress Reports, Report Cards and extracurricular/athletic participation may be withheld until payment of all fees and debts is complete.

If you feel that you may qualify for fee assistance or exemption, please contact the High School Office to obtain a Fee Waiver Application.

What It Takes to Earn a Clearview High School Diploma Graduating Classes of 2018 and Beyond

Students must meet both testing requirements and curriculum requirements in order to earn a diploma. These requirements apply to students entering their freshman year in 2018 and beyond.

I. Curriculum Requirements

<u>CURRICULUM REQUIREMENTS</u>	<u>STATE MINIMUM</u>
English/Language Arts	4 units
Health	½ unit
Mathematics	4 units *
Physical education	½ unit **
Science	3 units ***
Social studies	3 units ****
Economics and Financial Literacy	½ unit
Electives	4.5 units*****
Fine arts	1 unit *****
Minimum Total	21 units

* Mathematics units must include 1 unit of Algebra II or the equivalent of Algebra II.

** The Ohio Core allows school districts to adopt a policy that would exempt students who participate in interscholastic athletics, band or cheerleading for two full seasons from the physical education requirement. Students must take another course of at least 60 contact hours in its place.

*** Science units must include 1 unit of physical sciences, 1 unit of life sciences, and 1 unit advanced study in Chemistry, physics, or other physical science; Advanced Biology or other Life Science; Astronomy, Physical Geology, or other Earth or Space Science.

**** Social studies units must include 1 unit of American History and 1/2 unit of American government and ½ Economics and Financial Literacy. **The class of 2021 and beyond will also be required to complete 1 unit of World History**

***** Electives units must include one or any combination of Foreign Language, Fine Arts, Business, Career-Technical Education, Family and Consumer Sciences, Technology, Agricultural Education or English Language Arts, Mathematics, Science or Social Studies courses not otherwise required.

***** All students must receive instruction in economics and financial literacy during grades 9-12 and must complete at Least two semesters of Fine Arts taken any time in grades 7-12. Students following a Career-Technical pathway are exempted from the Fine Arts requirement.

Class Standings:

Students must progress through high school earning a minimum number of credits to progress to the next class standing. Students who earn at least **4 credits** will be considered **Sophomores**, **10 credits** will be considered **Juniors**, and **16 credits** will be considered **Seniors**.

State Graduation Pathways

Ohio's graduation requirements for the classes of 2018 and beyond offer several ways to earn a high school diploma in Ohio. Starting with those students who were freshmen during the 2014-2015 school year, current members of the graduating class of 2018, there are different pathways or options a student can use to be eligible to graduate. Each pathway contains two parts: credits and assessments. Each student must successfully meet the requirements of both parts.

Part 1: The credit component is the same for all students, regardless of which assessment pathway is taken. In Clearview, this requires all students to successfully complete a minimum of twenty-one (21) high school credits.

Part 2: The assessment component gives each student three ways to be eligible for a high school diploma and provides more flexibility than in previous years to reach graduation.

- **Assessment Pathway 1:** A student must earn a cumulative score of 18 points, using seven end-of-course state tests over four years of high school (these tests replace the OGT). Each test is scored on a level of 1 to 5 points. Students must earn a minimum of four points in mathematics, four points in English, and six points across the science and social studies tests. The Ohio Department of Education indicates that although a student may meet the 18 points early on with the language arts and math tests, the student is still required to take social studies and science tests for federal and state accountability requirements. Students will be given the opportunity to retest in the Winter and Spring of their Sophomore, Junior, and Senior year. Listed below are the courses where an Ohio Department of Education End-of-Course Exam is required:

English I
English II
Algebra I
Geometry
Biology
US History
American Government

- **Assessment Pathway 2:** Earn 12 points by attaining an industry-recognized credential or group of credentials in a single career field and a workforce readiness composite score of 13 on WorkKeys, a nationally recognized job skills assessment. See this website to learn about which fields apply:
<http://education.ohio.gov/Topics/Ohio-Graduation-Requirements>
- **Assessment Pathway 3:** Earn scores in English language arts and mathematics on a national college admissions test or tests that indicate the student can do college-level work. Listed below are the non-remediation scores that must all be obtained to utilize Pathway #3:

ACT Remediation-Free Scores

English- 18
Mathematics– 22
Reading – 22

SAT Remediation-Free Scores

Critical Reading -450
Writing– 430
Mathematics– 520
Reading– 450

The two additional graduation options available to the class of 2020 ONLY:

Option 1 – Available to all students in the class of 2020.

Students entering grade 9 between July 1, 2016, and June 30, 2017, are eligible to utilize the modified graduation options below. Students must take and pass courses that constitute the curriculum requirements and take all seven end-of-course exams. If the student receives a score of “1” or “2” on any math or English language arts test, the student must retake the test at least once.

Additionally, students must meet at least *two* of the below requirements:

- Earn a GPA of 2.5 on a 4.0 scale in all courses completed during the 11th and 12th grades (must complete at least four full-year – or equivalent – courses in each year);
- Complete a capstone project during 12th grade that meets criteria defined by Ohio Department of Education guidance and evaluation processes (guidance available by May 31, 2019);
- During 12th grade, complete a work or community service experience totaling 120 hours, as defined by the Ohio Department of Education (guidance available by May 31, 2019);
- Earn three or more College Credit Plus credits at any time during high school;
- Earn credit for an Advanced Placement (AP) or International Baccalaureate (IB) course *and* earn an AP exam score of 3 or higher or IB exam score of 4 or higher at any time during high school;
- Earn a WorkKeys exam score of 3 on each of three test sections;
- Earn a State Board-approved industry-recognized credential or credentials that equal at least three points;
- Meet OhioMeansJobs Readiness Seal requirements.

Option 2 – Available to students in the class of 2020 in career-technical programs.

Students entering grade 9 between July 1, 2016, and June 30, 2017, who are enrolled in career-technical education programs are eligible to utilize the modified graduation options below.

Students must take and pass courses that constitute the curriculum requirements and take all seven end-of-course exams. Students must finish a career-technical program that includes at least four courses in a single career pathway and complete at least *one* of the options below:

- Earn a total score of Proficient or better based on all career-technical exams or test modules;
- Earn an industry-recognized credential or credentials that equal 12 points;
- Complete a workplace experience totaling 250 hours with evidence of positive evaluations.

Comparison of Diplomas with Honors Criteria

Students need to fulfill all but one criterion for any of the following Diplomas with Honors

Subject	High School Academic Diploma with Honors	Career-Technical Diploma with Honors
English	4 units	4 units
Mathematics	4 units, including Algebra I, Geometry, Algebra II or equivalent and another higher level course or a four-year sequence of courses that contain equivalent content	4 units, including Algebra I, Geometry, Algebra II or equivalent and another higher level course or a four-year sequence of courses that contain equivalent content
Science	4 units, including Physics and Chemistry	4 units, including Physics and Chemistry
Social Studies	4 units	4 units
Foreign Language	3 units, including at least 2 units in each language studied	Not counted toward requirements
Fine Arts	1 unit	Not counted toward requirements
Career-Technical	Not counted toward requirements, and may not be used to meet requirements	Now counted in Electives
Electives	Not counted toward requirements	4 units of Career-Technical minimum. Program must lead to an industry recognized credential, apprenticeship, or be part of an articulated career pathway.
Grade Point Average	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT Score [excluding scores from the writing sections]*	27 ACT / 1210 SAT	27 ACT / 1210 SAT
Additional Assessment	Not applicable	Achieve proficiency benchmark established for appropriate Ohio Career-Technical Competency Assessment or equivalent

Ohio Department of
Education May 4, 2007

Subject	STEM Honors Diploma	Arts Honors Diploma	Social Science and Civic Engagement Honors Diploma
Math	5 units	4 units	4 units
Science	5 units, including 2 units of advanced science	3 units, including 1 unit of advanced science	3 units, including 1 unit of advanced science
Social Studies	3 units	3 units	5 units
World Languages	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied
Fine Arts	1 unit	4 units	1 unit
Electives	2 units with a focus in STEM	2 units with a focus in fine arts	3 units with a focus in social sciences and/or civics
GPA	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT	ACT: 27 or higher/SAT: 1280 or higher	ACT: 27 or higher/SAT: 1280 or higher	ACT: 27 or higher/SAT: 1280 or higher
Field Experience	Complete a field experience and document the experience in a portfolio specific to the student's area of focus	Complete a field experience and document the experience in a portfolio specific to the student's area of focus	Complete a field experience and document the experience in a portfolio specific to the student's area of focus
Portfolio	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus

See the Ohio Department of Education website for additional guidance on these criteria

****These criteria are considered in addition to fulfilling the graduation requirements listed on page 3 of this guide.****

POST-HIGH SCHOOL PLAN

A common question that you will have in planning your four-year program is "What courses should I take if I want to go to college?" "To Nursing School?" "To work immediately after high school?" The answers to these questions are not simple. There are many factors involved for each individual. There are some general trends, however, which might help you in making your decisions.

On the following pages are some general guidelines for courses you should take depending on your post-high school plans. Are you planning on attending a four-year college or university, attending a technical or trade school, or entering the workforce or military upon graduation? That decision will impact the coursework you will need to take while in high school.

Above all else, select courses that will challenge you. All of us occasionally seek the easiest path in accomplishing a task. However, this approach in your studies can create difficulties for you. You may become bored because your work is too easy, resulting in "mental laziness." The human mind will grow only when it is challenged.

Attending a College, University, Trade or Technical School

If you are planning on attending any type of school after graduating from high school, there are many things to consider. First of all, colleges look at a number of factors in determining admission: what courses you take; performance in those courses (grade-point average); school recommendations; national test scores, etc. While there is no specific set of courses required by every college, some suggestions can be made. It should be noted that colleges are becoming increasingly selective and are commonly raising entrance requirements.

English/Language Arts

Because of the heavy emphasis on reading and writing at the college level, students must take at least four full years of English with emphasis on writing. These English courses can also be beneficial in the national tests for admission (S.A.T. and A.C.T.) College bound upperclassmen with excellent grades may choose courses for college credit by enrolling in the College Credit Plus (CCP) program at Lorain County Community College through Clearview High School.

Mathematics

To meet the minimum graduation requirements and to prepare for national testing, students should take at least Algebra/Geometry/Algebra II in order to be prepared in math. Students who are considering careers in Math, Science or Engineering are strongly encouraged to take Algebra 3/Trigonometry or Pre-Calculus.

Social Studies

In Social Studies, a student planning for college should select at least three credits and, if possible, four credits.

Science

Adequate science preparation should include at least three science courses. Biology, Chemistry and Physics are courses most colleges expect students to have experienced before enrolling.

Foreign Language/Reading

An area of some confusion is in Foreign Languages. In recent years many schools have re-introduced a Foreign Language requirement for college admission. Many of the best colleges still seek two or three years of a single language as a requirement. Students seriously considering college would be well advised to take a Foreign Language.

The Minimum Core for College Preparation in Ohio:

English	4 units	Social Studies	3 units
Math	4 units	Foreign Language	2 units
Science	4 units	The Arts	1 unit

COLLEGE ADMISSION CHECKLIST

When to Begin?	What to Do?	How to Do It?
Freshman and Sophomore years	Learn about college requirements and continue exploring careers. Which high school courses satisfy college requirements? Are you involved in extracurricular activities?	Create a four-year high school curriculum plan. Try job shadowing. Get involved at school and in your community.
Junior Year: September–March	Think about your reasons for going to college. What are your goals? What learning opportunities are most important? Do your college plans include career plans?	Talk with your parents/guardians, counselors, teachers and friends. Investigate possible career options and degree level required.
Junior Year: January–March	Identify important factors in choosing a college. Two-year or four-year? Location? Cost? Kind of atmosphere > Variety of study programs available? Entrance test requirement?	Focus on your goals and career interests. Consult college guidebooks. Explore colleges on the internet. Prepare and register for the ACT.
Junior Year: March–August	List colleges you are considering and collect information. Have you included all possible choices? What information do you need? How can you get it?	Attend college fairs and college night programs. Prepare for and visit colleges. Take the ACT.
Senior Year: September–December	Compare the colleges on your list. Have you weighed pros and cons carefully? Which colleges will meet your needs?	Continue visiting colleges. Organize information into detailed, useful comparisons. Research scholarships.
Senior Year: August–December	Apply for admission to your “choice” colleges. Do you have all the necessary forms? Are you sure of the application deadlines?	Attend Financial Aid Night. Obtain application forms. Observe deadlines. Submit transcript and test scores (retest if necessary). Research scholarships.
Senior Year: October–February	Apply for financial aid. Have you investigated all possible sources of aid? When should you apply?	Consult financial aid office. Secure forms and note deadlines. Complete the FAFSA as soon as possible after October 1st.
Senior Year: November–May	Make some final decisions. What additional final preparation might be helpful? Should you consider summer school? Do you feel comfortable with your final choice?	Confer with parents/guardians and counselors. Confirm your decision, and decline other admission offers. Show initiative.

(From ACT.org)

POTENTIAL COLLEGE ATHLETES - NCAA Clearinghouse Information

In order to participate at the college level in NCAA Division I or Division II athletics, the athlete must be approved through the NCAA Clearinghouse. NCAA committees evaluate the student's transcript and ACT/SAT scores to determine if the high school student will be academically eligible for college athletics. It is the student's responsibility to register with the Clearinghouse at the beginning of his/her 10th grade year if he/she is considering continuing an athletic career in college. The information for registering for the NCAA Clearinghouse can be found online. Go to www.eligibility.org.

To qualify for Division I the student must have at least a 2.3 GPA at the end of your senior year in 16 core courses including:

4 years of English

3 years of Math (Algebra I or higher)

2 years of Natural/physical science

1 additional year of English, Math, or natural/physical science

2 years of Social Studies

4 years of additional courses (from any area above, or foreign language, comparative religion or philosophy)

Earn a minimum required grade-point average in your core courses; and Earn a combined SAT or ACT sum score that matches your core-course grade-point average and test score on the sliding scale

To qualify for Division II the student must also have at least a 2.0 GPA but there is not a sliding scale. A minimum SAT score of 820 combining Math and Verbal sections only and the minimum ACT sum score of 68.

All students who are considering playing in college should register at the beginning of their sophomore year regardless of grades and test scores because they may improve during their junior and senior year.

NCAA Division III does not use the NCAA Clearinghouse. Contact your Division III College regarding its policies on admission, financial aid, practice and competition.

Entering the Work Force/Trade or Technical School

If you are not planning to go to college, then you need to consider a program that will qualify you for immediate employment or for additional training in a technical program. Employers look at certain factors in determining employability: job skills, attendance record, school recommendations, performance in courses, etc. Students can acquire these needed skills through programs offered at the Joint Vocational School (JVS) and through work-study placements that are part of the Clearview High School, Career Based Intervention (C.B.I.) program. With careful planning, you can prepare yourself for meaningful employment.

English/Language Arts

In virtually every area of work, initial employment and job promotion are enhanced by strongly developed skills in reading, writing, speaking, and computation. For this reason every student should concentrate his/her efforts in taking four years of English/Language Arts.

Mathematics

Once again, to meet the minimum graduation requirements and to prepare for national testing, students should take at least Algebra, Geometry and Algebra II in order to be prepared in math, but 4 credits of math are required.

Social Studies

In Social Studies, a student should select at least three credits and, if possible, four credits.

Science

Adequate science preparation should include at least three science courses. Physical Sciences and Biological Sciences and one elective in science would give students a good foundation.

Other Courses to Consider

Anyone who looks at the want ads in the newspaper has to realize that the demand for unskilled labor is virtually non-existent. Fast food employment and light factory assembly may be available. Be aware that these jobs are very competitive and pay, for the most part, a minimum wage. Employers are looking for skills. Your courses should be an attempt to develop some marketable skills by the time you graduate. Skill-oriented courses will complement a general education included in graduation requirements.

Employment surveys indicate that young people entering the job market today can expect to change jobs or occupations no fewer than seven times in their lifetime. Success in the job market will depend upon good educational preparation, good work habits as demonstrated in attendance, consistent performance and adaptability

SAMPLE HIGH SCHOOL COURSE PLANS

A POSSIBLE FOUR-YEAR PLAN FOR COLLEGE OR UNIVERSITY PREPARATION	A POSSIBLE FOUR-YEAR PLAN FOR TRADE/TECHNICAL SCHOOL OR ENTRY LEVEL EMPLOYMENT
<p><u>Ninth Grade</u></p> <p>English 9 or Eng 9A Algebra I/ Geometry/ Algebra II or Algebra II H Adv Physical Science/Physical Science Spanish I Health & PE (or waiver) World History Fine Arts Elective Basic Computer App / Intro to Family & Consumer Science</p>	<p><u>Ninth Grade</u></p> <p>English 9 Concepts of Algebra or Algebra I Physical Science Health & PE (or waiver) World History Fine Arts Elective Basic Comp App. / Intro to Family & Consumer Science</p>
<p><u>Tenth Grade</u></p> <p>English 10 or Eng 10A Geometry or Geometry H Spanish II Biology/Chemistry/CCP BIOG 151/152 American History /CCP PSYH 151, 251 Fine Arts Elective Basic Computer App / Intro to Family & Consumer Science PE (or waiver)</p>	<p><u>Tenth Grade</u> (May apply for CBI Program)</p> <p>English 10 Modified Geometry or Geometry Biology American History PE (or waiver) Basic Comp Applications / Intro to Family & Consumer Science (Students apply to JVS or Tech Prep Program during S2 of 10th grade year)</p>
<p><u>Eleventh Grade</u></p> <p>English 11 or Eng 11A Pre-Calculus/Algebra II/Algebra II H/Algebra III/Trig. Economics/Government Chemistry//Physics/Forensics/CCP *BIOG 121/122 Spanish III Elective (2)</p>	<p><u>Eleventh Grade</u></p> <p>English 11 Algebra IIA /Algebra II, Algebra II H Economics/Government Chemistry Technology Elective Elective</p>
<p><u>Twelfth Grade</u></p> <p>English 12 or Eng 12A or CCP ENG 161/162 Pre-Calculus/Transitions /Alg III/Trig/CCP MTHM 151/171 Physics/Forensics /CCP *CHEM 171/CCP *BIOG 121/122 Electives</p>	<p><u>Twelfth Grade</u> (May apply for CBI or JVS)</p> <p>English 12 or Creative Writing & Mod Lit /Communications Algebra II B/Algebra III/Trig/Transitions to College Math Social Studies Elective Skills Electives (2) Computer/Technology Electives Fine Arts Elective Science Elective</p>

AVAILABLE COURSES for the 2019-2020 School Year

This is a list of courses offered in the 2019-2020 School year. Other courses may be listed in the course descriptions but are not being offered this year. Years listed in parentheses are recommended times for taking courses. However, any student may elect any course provided he/she has the recommendation of the teacher and/or Guidance Counselor based upon ability and completion of prerequisites. Courses may or may not run depending on the number of student requests.

ENGLISH/LANGUAGE ARTS

English 9 (9)	1.0
English 9A (9)	1.0
English 10 (10)	1.0
English 10A (10)	1.0
English 11 (11)	1.0
English 11A (11)	1.0
English 12 (12)	1.0
English 12A (12)	1.0
CCP * ENGL 161 (9-12)	1.0
CCP *ENGL 162 (9-12)	1.0

English Electives:

Communications I	0.5
Debate	0.5
Minorities in Literature (10-12)	0.5
Film as Literature (10-12)	0.5
Holocaust Lit & Exploration (10-12)	0.5
Yearbook & Publications (10-12)	1.0

MATHEMATICS

Algebra IA	1.0
Algebra I (9-10)	1.0
Modified Geometry (10)	1.0
Geometry (10)	1.0
Geometry H (10)	1.0
Algebra II A (11-12)	1.0
Algebra II B (11-12)	1.0
Algebra II (10-11)	1.0
Algebra II Honors (9-11)	1.0
Transition to College Math (12)	1.0
Algebra III/Trig (11-12)	1.0
Pre-Calculus (11-12)	1.0

Social Studies

World History (9)	1.0
Advanced World History (9)	1.0
American History (10)	1.0
Advanced American History (10)	1.0
American Government (11-12)	0.5
Advanced Government (11-12)	0.5
Economics & Financial Lit. (11-12)	0.5
Advanced Economics (11-12)	0.5
CBI Government/Economics	1.0

Social Studies Electives:

CCP* SDEV 102 (9-12)	1.0
CCP* Psychology 151 (9-12)	1.0
CCP* Psychology 251 (9-12)	1.0
Psychology (10-12)	0.5
Sociology (10-12)	0.5
World Geography (10-12)	0.5
Practical Law (11-12)	0.5
Western Expan & Amer. Frontier (11-12)	0.5
Modern World (10-12)	0.5

SCIENCE

Physical Science (9)	1.0
Advanced Physical Science (9)	1.0
Biology (10-12)	1.0
Environmental Science I/II (11-12)	1.0
Chemistry (11-12)	1.0
CCP* CHEM 171 (9-12)	1.0
CCP* BIOG 151 (9-12)	1.0
CCP* BIOG 152 (9-12)	1.0

Science Electives:

CCP* BIOG 121 Anatomy & Phys (9-12)	1.0
CCP* BIOG 122 Anatomy & Phys (9-12)	1.0
CCP* BIOG 153 Nutrition (9-12)	1.0
CCP* BIOG 150 Infectious Diseases (9-12)	1.0
CCP* ALHN 110 Medical Term (9-12)	1.0
CCP* ALHN 121 General Pathology (9-12)	1.0
Physics (11-12)	1.0
Forensic Science (11-12)	1.0
Astronomy (10-12)	0.5
Geology (10-12)	0.5

FOREIGN LANGUAGE

Spanish I (9-12)	1.0
Spanish II (10-12)	1.0
Spanish III (11-12)	1.0
Spanish IV (11-12)	1.0

COMPUTER TECHNOLOGY AND BUSINESS

Basic Computer App. (9-11)	0.5
Graphic Design I (10-12)	0.5
Graphic Design II (10-12)	0.5
Broadcasting (9-12)	1.0

FINE ARTS: MUSIC AND VISUAL ARTS

Visual Design I (9-12)	0.5
Visual Design II (9-12)	0.5
Digital Photography I (11-12)	0.5
Digital Photography II (11-12)	0.5
Ceramics (10-12)	1.0
Art I (9-12)	1.0
Art II (9-12)	1.0
Advanced Art (10-12)	1.0
Art Independent Study (11-12)	1.0
Historical Cinema: Art History (9-12)	0.5
Contemporary Folk Art (9-12)	0.5
High School Band (9-12)	1.0
High School Choir (9-12)	1.0
Women's Chorus (9-12)	1.0

FAMILY & CONSUMER SCIENCE

Intro to Family & Cons. Science (9-10)	0.5
Transitions and Careers (9-12)	0.5
Global Foods (10-12)	0.5
Principles of Foods (10-12)	0.5
RATS Food Science (10-12)	0.5
Textile Design (10-12)	0.5
Interior Design II (10-12)	0.5

PHYSICAL EDUCATION & HEALTH

Physical Education (9-10)	0.5
Team Sports (10-12)	0.5
Weight Training (10-12)	0.5
Health (9-10)	0.5
Addiction & Substance Abuse/Use (10-12)	0.5
Nutrition and Physical Activity (10-12)	0.5

CAREER/TECH

CBI Related 11	1.0
CBI Related 12	1.0
CBI Field	2.0
Pre-Engineering	1.0
TEE	3.0
PLTW	3.0
JVS ½ Day	3.0
JVS Full Day	6.0

GRADES, G.P.A. AND CLASS RANK Calculations and Formulas

CALCULATING A COURSE SEMESTER GRADE:

Multiply each quarter grade by 4 and the semester or final exam by 2.

Add the totals together and divide by 10.

GRADE AVERAGES

A = 3.51 - 4.00

B = 2.51 - 3.50

C = 1.51 - 2.50

D = 0.57 - 1.50

F = 0.00 - 0.56

$$\begin{array}{rccccccc} \text{EXAMPLE} & : & Q1(4) & + & Q2(4) & + & EX(2) & = & (10) \\ & & \underline{A(4)} & & \underline{B(3)} & & \underline{B(3)} & & \\ & & 16 & + & 12 & + & 6 & = & 30 \end{array}$$

$$30/10 = 3.0 = B$$

CALCULATING G.P.A. and DETERMINING CLASS RANK:

Class rank is computed at the end of the first semester and at the end of the school year. G.P.A.s are calculated and put in numerical order from highest to lowest. All courses (with the exception of Pass-Fail courses) are included.

The numerical equivalents for grades are: A = 4, B = 3, C = 2, D = 1, F = 0.

(A plus or minus does not affect the numerical equivalent.)

The following formula is utilized for calculating quarter and cumulative G.P.A:

Add for all Courses Attempted: (Course Semester Grade x Credit Value) / (Total Credits Attempted) = G.P.A.

Important Notes:

The following courses will have a weighted credit value of .5: Algebra II H, Algebra III, Geometry H, Pre-Calculus, English 9 Pre AP, English 10 Pre AP, English 11 Pre AP, Advanced Global Studies, Advanced Physical Science, Physics, Forensics, Spanish III and Spanish IV. CCP Courses & AP courses will have a weighted value of 1.0.

IMPORTANT POINTS OF INFORMATION

1. In order to qualify as class Valedictorian or Salutatorian, students must complete four full semesters of coursework at Clearview (and/or CCP) during their Junior and Senior years.
2. CCP courses will be weighted one full grade point for high school credit.
3. The following courses will be weighted for enhanced Grade Point Average credit: English 9A, English 10A, English 11A, Geometry H, Algebra III/ Trigonometry, Pre-Calculus, Algebra II H, Advanced World History, Adv. American History, Adv. Government, Adv. Economics, Forensics, Spanish III, Spanish IV, and any CCP courses taken at LCCC or Clearview.

ACADEMIC HONORS
Qualifications and G.P.A. Requirements

EXCELLENCE ROLL:

To qualify for the Excellence Roll, a student must have received a 4.00 or higher grade average for the grading period.

HONOR ROLL:

To qualify for the Honor Roll, a student must have received a 3.5 - 3.99 grade average for the grading period.

MERIT ROLL:

To qualify for the Merit Roll, a student must have received a 3.00 - 3.49 grade average for the grading period.

Students with qualifying GPA's at each grade level will be given academic excellence awards at the Annual Honor's Banquet in the Spring of the school year.

ADDING AND DROPPING COURSES
Timelines, Fees and Limitations

1. First two weeks of each semester:

Elective Courses may be dropped with written permission from parent/guardian after the first 3 days of the semester. Students will be charged a \$5.00 drop fee per course drop.

**A minimum of 6 credits must be maintained for Freshman, Sophomore and Juniors. 5 credits for Seniors.

2. Third week through the ninth week of each semester:

A parent conference is required. Administrative and teacher permission is required to drop a course.

3. Ninth week through the eighteenth week of each semester:

Teacher and administrative conference must take place.

4. Administrative Fees for Dropping a Course:

Following the initial scheduling appointment, schedule drops requested by either the student or the parent will require a \$5.00 fee payable in advance.

5. Failure of one semester of a year-long course:

Students who pass only one semester of a year-long course (2 semesters) will receive credit for the passed semester and will be required to repeat the semester that was failed as early as possible.

6. "Advanced" level courses:

Transfers in or out of all "advanced" level courses are not considered Drop/Add transactions. Teacher approval is required for all transfers involving "advanced" level courses.

7. Students may not drop courses required for graduation.

8. A student who is in academic good standing may choose to audit a course. The decision must be made by the 3rd week of each semester and must come with a note from home and given to the guidance office.

Credit Recovery

If a student fails a class he/she will be allowed to repeat the class once here at Clearview High School. If he/she fails to pass the class on the second try, the child must take the class in summer school or as a credit recovery class. Clearview High School offers credit recovery coursework through PLATO Learning, an online learning platform. Students who wish to make up failed courses will be charged \$50 per ½ credit with a maximum charge of \$150. Students who have more than 3 half credits to make up will only be charged \$150. Students must find time on their own to work on their online courses and must be willing to take all locked tests after school during Clearview Academy hours (3-6pm Monday-Thursday).

COURSE AUDIT

A course audit is defined as being the process by which a student participates in all phases of a given course, but does not receive an official grade or course credit. Students who wish to audit a course must submit an Course Audit Form within the first 3 weeks of the course start date. The approval of the auditing process is subject to the approval of the principal. Audited courses will not count toward athletic eligibility. Audited Courses will be listed on the transcript as an "audited" course. **Students will receive a "pass" or "fail" grade, but will not receive Carnegie unit academic credit for the audited course.**

ACADEMIC ELIGIBILITY **O.H.S.A.A. Requirements**

According to the Ohio High School Athletic Association (O.H.S.A.A.) all students must meet the following requirements to be eligible to participate in high school athletics:

Students must receive passing (A, B, C, D) in a minimum of FIVE one-credit courses or the equivalent in the immediately preceding grading period. In addition to the OHSAA requirements, the *Principal and/or Athletic Director* reserve the right to place any student on academic probation if they did not earn a minimum of 1.5 GPA. The length of time for academic probation will depend on the progress of the student.

(Summer school classes do NOT count towards this requirement.)

Determination and enforcement of eligibility for athletics is to be completed by the athletic director by the fourth day following the end of a grading period.

APPLYING TO THE J.V.S. Procedures for Applying

Students normally apply to the J.V.S. during Second Semester of their Sophomore year. Students may apply for the JVS Career Readiness (available for freshmen) and Career Explorations (available for sophomores) programs during their 8th and 9th grade year. Enrollment in all JVS programs is limited.

Selection is based on performance during the freshman and first semester of the Sophomore year in attendance, grades and high school credits.

Students applying to the J.V.S. should have completed English 9, English 10, two credits in Mathematics, two credits in Science, two credits in Social Studies, one-half credit in Physical Education and one-half credit in Health.

Students interested in applying for the J.V.S. should see their Guidance Counselor for more information.

JOINT VOCATIONAL SCHOOL Available Programs at the J.V.S.

If accepted, Clearview High School Juniors and Seniors may attend one of the many two-year vocational programs at the J.V.S. These include:

<p><u>MANUFACTURING & PRE-ENGINEERING</u></p> <p>Computerized Design & Drafting Precision Machine Technology Welding/Fabrication</p>	<p><u>BUILDING TRADES</u></p> <p>Carpentry Heating/Air Conditioning Industrial Electricity Masonry Trades Plumbing/Pipefitting</p>
<p><u>CULINARY</u></p> <p>Bakery/Pastry Arts Culinary Arts</p>	<p><u>BUSINESS & MARKETING</u></p> <p>Web & Graphic Design Marketing/Management</p>
<p><u>COMMUNITY SERVICE ACADEMY</u></p> <p>Cosmetology Early Childhood Education Public Safety Landscape & Greenhouse Management</p>	<p><u>TRANSPORTATION</u></p> <p>Auto Technology Collision Repair Technology Commercial Truck Technology Industrial Equipment Mechanics</p>
<p><u>ONE-YEAR PROGRAMS</u></p> <p>Career Based Intervention Teacher Education Exploration Career Exploration (10th Grade) Career Readiness Lab (9th Grade) Job Training Hospitality Service (A & B) Building Maintenance Services</p>	<p><u>COLLEGE TECH PREP</u></p> <p><i>1/2 day JVS Lab with 1/2 day Home School Academics</i> Allied Health Sciences Interactive Multimedia Technology Project Lead the Way Pre-Engineering Network Communications Technology Sports Health Fitness Technology (at CHS)</p>

COLLEGE TECH PREP PROGRAM

Information and Qualifications to Enroll

College Tech Prep (CTP) programs are a unique educational option for the last two years of high school. It is designed for students who plan to go to college - but who want to actually *experience* a particular career before investing in college. The program combines traditional, college-preparatory academics with intense, lab-based instruction in the career of choice. Because of the need for specialized lab facilities, 1/2 of the day is normally spent at the home school for academics. The other 1/2 day is spent at the Lorain County JVS. Specific "Satellite" programs at Clearview, Firelands, and Steele high schools offer both academics and lab coursework at the same site. Learning in CTP programs is hands-on and challenging, with the opportunity to earn articulated college credit for work completed at the high school level. Students best suited for College Tech Prep are those who are active, experiential learners; who like building, designing, and "tinkering", and who learn best by applying their knowledge to real-life situations.

Enrollment in College Tech Prep programs is competitive, and generally requires:

- a solid GPA (approximately 2.75 or above)
- completion of at least Algebra I with a grade of "C" or better
- Junior standing at the end of 10th grade
- completion of Biology with a "B" or better (Allied Health Sciences & SHFT Sports Health Fitness Tech @ CHS)

Allied Health Sciences (AHS): Gives students a solid foundation on exciting health and medical careers as it integrates rigorous academic preparation with hands-on technical instruction. Students are exposed to a wide variety of careers, exploring roles of many health care related jobs and the required training and education for those careers. They will learn about medical ethics, infection control, safety, body mechanics, nutrition, communication, employability skills, teamwork, and professionalism.

Engineering Technologies/Project Lead the Way (PLTW): Designed to help students succeed in engineering, science and technology careers. PLTW begins at your home school with an Introduction to Engineering Design course in your sophomore year. Then you take your junior and senior PLTW courses at Lorain County JVS. Academic courses are taken at your home school or LCCC. This helps you fit PLTW into your schedule.

Network Communications Technology (NCT): Students become skilled in finding and fixing problems for large companies and individual computer owners. They learn to link computers in a business to one another and how to troubleshoot to repair computer networks. Students learn to use components, which allow the transfer of information on the network. College credits are available upon successful completion of this program

Digital Media Arts (DMA):

Provides the fundamental principles and processes of computer-based design using a variety of traditional and nontraditional media with an emphasis on problem solving and creative exploration. Students work in a digitally integrated computer lab using such media as high-definition video, sound, animation, installation art, print & digital photography.

Sports, Health and Fitness Technology (SHFT): This is a college preparatory program for students interested in the field of Sports Medicine, Physical Therapy, or other Allied Health professions. This program is a mix of lab and classroom instruction covering topics in Anatomy & Physiology, Health & Wellness, First Aid & CPR, Strength & Conditioning, Nutrition, Injury Evaluation, and Rehabilitation.

Teacher Education Exploration Program (TEE)

The Teacher Education Exploration Program is designed to encourage interested high school seniors to enter the teaching profession by providing them with the support and training necessary for success as both students and teachers. The students enrolled in the TEE Program will intern in all grade levels, from kindergarten through high school.

Students enrolled in the Teacher Education Exploration Program will receive three vocational credits. The Program consists of classroom time and internship experience for three periods per day.

Teacher Education Exploration curriculum will be taught as an online course offered through Lorain County JVS's website. The students will also meet with the TEE Program teacher to gather information, concepts, and theories related to teaching, learning, and children.

The best way to learn how to teach is to observe experienced and enthusiastic teachers, and to talk to them about what they do. Students will learn to apply information, concepts, and theories to real-life contexts. TEE students will be placed in K-12 classrooms as interns with each placement lasting approximately four weeks. At the end of the year, the student will be able to revisit his/her favorite grade level or area.

For students the Program has the following goals:

- Ensure college readiness and exposure to college
- Provide education related to teaching and learning
- Provide internship experience under the guidance of an experienced teacher
- Promote positive attitudes toward teaching

COLLEGE CREDIT PLUS (CCP) (Formally known as P.S.E.O.)

College Opportunities for High School Students: The CCP program is sponsored by the State of Ohio through the Ohio Department of Education. The program has two components:

OPTION A (Student Paid)

Option A permits eligible students to enroll in college courses for college credit. Students electing this option **will** be required to pay all costs incurred, including tuition, books, materials and fees.

OPTION B (Government Paid)

Option B permits eligible students to enroll in college courses for college and high school graduation credit. Students electing this option will **not** be required to pay for tuition, books, materials or fees associated with such courses. Students may need to pay for equipment which they keep, such as tools, calculators, etc.

All CCP students will be required to complete the LCCC assessment process. (Accuplacer)

PROCEDURES FOR APPLYING:

1. Attend an LCCC informational meeting.
2. Submit **Intent to Participate** form a statement certifying their understanding of the responsibilities involved in the CCP program by March 30th.
3. Submit an application to LCCC
4. Take the LCCC Accuplacer Test.
5. Meet with your school counselor and LCCC advisor to schedule courses

***Students must be admitted by an eligible post-secondary institution. All college courses must be verified by the high school guidance counselor before students can register for them.

***Students who do not meet the CCP filing date will not be permitted to participate. Late applications will NOT be accepted for any reason.

*****Students and parents may be held responsible for payment of CCP courses that are failed or withdrawn.*****

COURSE DESCRIPTIONS

Not all courses are offered every year. Please refer to the list of courses available in the upcoming school year to help plan your selections.

ENGLISH

SUMMER READING: ALL English classes at Clearview High School will have a **SUMMER READING REQUIREMENT**. Advanced English students will have to purchase their own copies of the summer reading books. On-Level English classes will have the books provided to them from the CHS Library, and are due back to the library upon return to school in August. There will be an assignment(s) to complete over the summer based on the required reading. This assignment(s) are due on the first day of school in August. There will also be an assessment given over the reading.

ENGLISH 9

2 Semester Course(1/2 credit per semester)

The course is designed to emphasize grammar, composition, vocabulary, and literature for Freshman.

Grammar and Composition: Emphasis will be upon stimulating interest in writing, providing new and varied experiences, and building strong vocabulary. Stress will be placed on writing content and response to prompts. Parts of speech and sentence structure will also be a major component of this course. Students successfully completing this section of the course should be able to express their ideas in an original and imaginative manner.

Literature: This section of the course will survey the major forms of literature including the short story, poetry, novel, epic, drama and the nonfiction essay. Basic construction of these forms and their terminology will be studied. The students will be expected to master a vocabulary list of that terminology.

Prerequisite:	None
Fee:	None

ENGLISH 9 ADVANCED

2 Semester Course(1/2 credit per semester)

English 9A is a challenging course that will allow students to learn and use advanced strategies in writing and reading. What makes "regular" English classes different from advanced English classes is the intensity and depth of analysis of fiction and nonfiction works, as well as the high degree of rigor and relevance of coursework that the instructor of an advanced English class can provide for your child. Students will read novels, non-fiction works, poetry, and drama. Students will also complete projects using technology, and will conduct research using many sources. Grammar and vocabulary study will help sharpen your child's reading and writing skills as well.

Literature: This section of the course will survey the major forms of literature including the short story, poetry, novel, epic, drama and the nonfiction essay. Students will also begin to think analytically about literature. Basic construction of these forms and their terminology will be studied. The students will be expected to master a vocabulary list of that terminology.

Prerequisite:	Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee:	\$10.00

ENGLISH 10

2 Semester Course(1/2 credit per semester)

The course is designed as a continuation of English 9. Composition and Literature are emphasized.

Composition: Emphasis will be upon the effective communication of factual information through accepted formats, clarity, brevity, conciseness, and objectivity. By successfully completing this section students should be able to communicate factual information accurately in a variety of ways: the paragraph, the short essay and extended response.

Literature: A more detailed examination of the method and interpretation of literature will be provided. Materials will include the short story, poetry, drama, the nonfiction essay, and the novel. Students successfully completing this section should be able to identify the various techniques of literature and to explain passages of literature.

Prerequisite: None
Fee: None

ENGLISH 10 ADVANCED

2 Semester Course(1/2 credit per semester)

The focus of the tenth grade year is a continued mastery of reading and writing skills. The goal is an increased competency in critical thinking, critical reading, and critical writing. Students will produce essays in a variety of rhetorical forms, sentences of greater sophistication, and more difficult and varied analysis of literature: fiction and nonfiction, poetry and prose. Vocabulary and grammar study will continue.

Prerequisite: Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: \$10.00

ENGLISH 11

2 Semester Course(1/2 credit per semester)

The course emphasizes American Literature and the historical and social issues relevant to the literary time periods. Students will be required to read selections from the different genres and respond in writing to specific prompts. Students will also be required to improve their writing, analysis, and vocabulary skills.

Prerequisite: None
Fee: None

ENGLISH 11 ADVANCED

2 Semester Course(1/2 credit per semester)

This course challenges College bound students to do in-depth reading and writing through the study and analysis of American literature: poetry, short stories, novels, drama, and non-fiction prose. Analysis of literature and vocabulary study be the major focus of the course. Students taking this course should be highly motivated to improve their analytical thinking and writing skills.

Prerequisite: Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: \$10.00

ENGLISH 12

2 Semester Course(1/2 credit per semester)

This course is designed for general English students. Practical experience using vocabulary, reading, and writing are part of the weekly routine. In addition students in this course will complete functional documents, respond to literature, and compose reflective writings.

Prerequisite: None
Fee: None

ENGLISH 12 ADVANCED

2 Semester Course(1/2 credit per semester)

This course is designed for those students who plan to attend college. Analysis, synthesis, critical thinking, and collaborative learning are emphasized. The major requirement is a research paper and for sizing correct use of sources, note-taking, and citing.

Prerequisite: Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: None

CCP ENGL 161 - COLLEGE COMPOSITION I

1 Semester Course (1 HS Credit, 3 College Credits)

An introduction to fundamental college-level skills in academic reading and writing. Summary, analysis, synthesis, and research documentation are emphasized, along with critical thinking and collaborative learning. English Core Course.

Prerequisite: Course placement policy: Placement on the LCCC assessment

CCP ENGL 162 - COLLEGE COMPOSITION II

1 Semester Course (1 HS Credit, 3 College Credits)

A writing course continuing the practice of skills introduced in ENGL 161, as well as strategies of argumentation and secondary research leading to a research paper. English Core Course.

Prerequisite: Prerequisite: ENGL 161

ENGLISH ELECTIVES

DEBATE

1 Semester Course(1/2 credit)

In this course, students will learn the skills of argumentation, debate, and critical thinking. This course provides instruction and practice in the art of formal and informal debate and focuses on the in-class debating of major issues surrounding current events. This is an elective course for students in grades 10-12.

Prerequisite: None
Fee: None

COMMUNICATIONS

1 Semester Course(1/2 credit)

In this course, students will develop skills in public speaking, persuasive techniques, and general interpersonal communication. Additionally, the topics of argumentation, debate, and critical thinking will be extensively covered. Through this practice, students will better develop writing, speaking, and listening skills. This is an elective course for students in grades 10-12.

Prerequisite: None
Fee: None

HOLOCAUST LITERATURE AND EXPLORATION

1 Semester Course(1/2 credit)

Many students are quite familiar with the historical facts surrounding the Holocaust. Students will build on prior knowledge and be given a new stance on the topic of the Holocaust however; exploring not only literature in the form of two texts, but also poetry, artwork, film and other first hand samples from one of history's darkest events. In this course, students will be immersed in first-hand stories and experiences of these individuals, of all age groups and ethnicities. This course will begin with a very brief refresher of the main events leading up to the Holocaust, followed by in depth analysis of the primary texts, and other varying artifacts of this time period. Through these examinations, students will better develop analytical, writing and listening skills while gaining a deeper meaning and understanding of the creative outcomes of this horrific event. **A tablet or phone with internet capabilities is a necessity for this course.** This is an elective course for students in grades 10-12.

Prerequisite: None
Fee: None

MINORITIES IN LITERATURE

1 Semester Course(1/2 credit)

This multi-genre literature course is a study of significant writers and selected works presenting diverse groups based on race, ethnicity, gender, class, culture, etc. Students will explore a variety of literature, analyzing each piece for voice and identity. Through discussions of literature, the origins, contributions and the changing dynamics of specific groups in the United States will be studied. Assignments will include writing current event articles, personal responses, and creative writing; a thematic project will serve as the final exam.

Prerequisite: None
Fee: None

FILM AS LITERATURE

1 Semester Course (1/2 credit)

In this semester long course, students will view and analyze a variety of films. Students will learn to recognize story-telling elements and make critical observations about social, historical, economic, political and artistic issues presented in cinema. Analytical, argumentative and persuasive writing will be the primary assessment tools.

Prerequisite: None
Fee: None

YEARBOOK & PUBLICATIONS

2 Semester Course (1/2 credit per semester)

Students will be responsible for all aspects of yearbook publishing including writing feature stories, gathering information, designing pages, covering events and organizations, sales, advertising, and promotions. Students will have opportunities to accept leadership positions such as editor, business manager, and sales director while developing critical thinking, problem solving, management, and team building skills. In addition, students will explore and develop skills in journalism writing, reporting and interviewing. Students are responsible for producing the school newspaper and the school yearbook. Independent study allowed with instructor approval. This class is open to grades 10, 11, and 12. The maximum class size is 15.

Prerequisite: None
Fee: None

MATH

Students will be placed into Math courses based on student data including state testing results and teacher recommendation. The student's post-secondary goals will also be taken into consideration. **The math department suggests students purchase a graphing calculator for use in all math classes.*

ALGEBRA I A

2 Semester Course(1/2 credit per semester)

Topics being covered will be solving equations and inequalities, with a concentration on linear equations. These concepts will be integrated with Geometry. In this course, we will explore functions, graphing and writing linear equations, solving systems of equations and inequalities, exponentials, and begin exploring polynomials and quadratics. An emphasis will be on applications and decoding "word problems".

ALGEBRA I B

2 Semester Course(1/2 credit per semester)

Topics being covered will be polynomials, factoring polynomials, graphing quadratics, solving quadratics (roots, completing the square, quadratic formula), statistics (central tendency, box and whisker plots, graphs) and an intro to trigonometry. An emphasis will be on applications and decoding "word problems".

ALGEBRA I

2 Semester Course (1/2 credit per semester)

Algebra 1 is a study of the Algebra 1 Common Core Standards. The course will focus on these standards and prepare the student for Geometry. Emphasis will be placed on solving equations, graphing linear equations and quadratics, and the simplification of expressions.

MODIFIED GEOMETRY

2 Semester Course (1/2 credit per semester)

Based on the Common Core Geometry Standards, the purpose of this course is to formalize and extend students' geometric experiences. Main topics in this course will cover congruence, proofs, geometric constructions, similarity, right triangle trigonometry, three-dimensional objects, circles, and applications of probability.

Prerequisite: Algebra I
Fee: None

GEOMETRY

2 Semester Course (1/2 credit per semester)

Based on the Common Core Geometry Standards, the purpose of this course is to formalize and extend students' geometric experiences. Main topics in this course will cover congruence, proofs, geometric constructions, similarity, right triangle trigonometry, three-dimensional objects, circles, and applications of probability. Algebra skills are expected to be carried through from the previous year. **Every student is required to have a scientific calculator.**

Prerequisite: Algebra I
Fee: None

ALGEBRA II A

2 Semester Course (1/2 credit per semester)

This is the first course in a two part series designed to cover the topics of the traditional Algebra II course over the course of two consecutive years. The course will begin with a review of Algebra I topics. Linear Algebra, Systems of Equations, Quadratic Equations, Radical Functions, Radical Exponents, Rational Functions and Matrices will be covered.

***TI Graphing calculator required for this course**

Prerequisite: Algebra I
Fee: None

ALGEBRA II B

2 Semester Course (1/2 credit per semester)

This is the second course in a two year series designed to cover the topics of the traditional Algebra II course. This course will be a continuation of Algebra II and will begin with a general review of the topics covered in Algebra II A. This course will introduce Polynomials and Polynomial Functions, Exponential and Logarithmic Functions, Quadratic Relations, Sequences and Series, and a unit on Probability and Statistics. The course will end with a basic introduction to Trigonometric Functions. Technology will be used to supplement the course.

***TI Graphing calculator required for this course**

Prerequisite: Algebra 2A
Fee: None

ALGEBRA II

2 Semester Course (1/2 credit per semester)

Building on the Algebra I standards and in conjunction with Common Core Standards, students in Algebra II extend their math skills to include polynomial, rational and radical functions, along with an introduction to trigonometric functions and statistics/probability.

***TI Graphing calculators required for this course**

Prerequisite: Algebra I
Fee: None

ALGEBRA III / TRIGONOMETRY

2 Semester Course (1/2 credit per semester)

Algebra III - This course will cover functions (graphics), conic sections, quadratic relations, sequence and series, exponential functions, logarithmic functions, and probability and statistics.

Trigonometry - we will explore trigonometric functions and their graphs with real world applications, solve triangles (right and oblique) solve trigonometric equations, define the properties and identities of sine, cosine, and tangent, find area of triangles using properties sine, cosine, and tangent, and explore inverse trigonometric functions.

***TI Graphing calculators required for this course**

Prerequisite: Algebra II
Fee: None

ALGEBRA II HONORS

2 Semester Course (1/2 credit per semester)

Building on the Algebra I standards and in conjunction with Common Core Standards, students in Algebra II extend their math skills to include polynomial, rational and radical functions, along with an introduction to trigonometric functions and statistics/probability. This course is an honors tracked course and will use the advanced standards found in the Common Core Algebra II standards.

***TI Graphing calculators required for this course**

Prerequisite: Algebra I
Fee: None

TRANSITION TO COLLEGE MATHEMATICS

2 Semester Course (1/2 credit per semester)

This course will cover basic trigonometric ratios, functions, graphs and identities. It will also cover probability and statistics, begin a working knowledge of matrices, and logarithms functions. This course will begin a foundation for college mathematics courses.

***TI Graphing calculators required for this course**

Prerequisite: Algebra II
Fee: None

GEOMETRY H

2 Semester Course (1/2 credit per semester)

This course will cover the same topics as the regular geometry course but will study the topics more thoroughly. There will be a heavier focus on formal proofs and applications. Problems with more algebraic manipulations will be investigated. This course is an honors tracked course and will use the advanced standards found in the Common Core Geometry standards. **Every student is required to have a scientific calculator.**

****The math department suggests students purchase a graphing calculator for use in class.***

Prerequisite: Honors Algebra II
Fee: None

PRE-CALCULUS

2 Semester Course (1/2 credit per semester)

This course is a study of trigonometry and in-depth look at advanced algebraic functions. Students who plan on taking Calculus during their freshman year in college are recommended to take this course. Rigor will be based according to preparing students for calculus and a solid math base is expected. The topics studied in this course include: polynomials, logarithms, exponential functions, trigonometric functions, probability and statistics, and other advanced concepts.

****TI graphing calculators are required.***

Prerequisite: Algebra II
Fee: None

SOCIAL STUDIES

WORLD HISTORY

2 Semester Course (1/2 credit per semester)

This is a survey course that will develop and reinforce Social Studies knowledge and skills through World History, Economics, World Geography and Governments. This course is required for students entering starting High School in the 2017-2018 school year.

Prerequisite: None
Fee: None

ADVANCED WORLD HISTORY

2 Semester Course (1/2 credit per semester)

This is a survey course that will develop and reinforce Social Studies knowledge and skills through World History, Economics, World Geography and Governments.

Prerequisite: Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: None

AMERICAN HISTORY

2 Semester Course (1/2 credit per semester)

This course traces the development of our American heritage from the beginning of Reconstruction (1865) to the making of American History today. Emphasis will be based on three major areas: (1) understanding our distinct American culture (2) tracing the growth and transformation of the United States from a rural to an urban, industrial society and on (3) developing an awareness of United States' role in the world of today. American History from the Revolution and through the Civil War will be reviewed. Students completing the course successfully should be able to define terms of historical importance and to explain the historical development of key themes in America's growth. This course is required for graduation.

Prerequisite: None
Fee: None

ADVANCED AMERICAN HISTORY

2 Semester Course (1/2 credit per semester)

American History Honors is an in-depth examination of U.S. history from 1877 to the present, from the Industrial Age to the Modern Era. Within that framework, a comprehensive analysis of American cultural, social, economic, and political institutions will be considered alongside the major domestic and foreign policies of the 20th Century.

Prerequisite: Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: None

AMERICAN GOVERNMENT

1 Semester Course (1/2 Credit)

This course surveys the principles and practices of national, state and local government. Students completing the course successfully should be able to identify key federal, state and local governmental actions and services that affect their life as a citizen of the United States.

Prerequisite: None
Fee: None

ECONOMICS and FINANCIAL LITERACY

1 Semester Course (½ Credit)

A course required to qualify for graduation. This course is designed to assist students to understand and make reasoned judgments about major economic questions facing society. Topics will include basic economic principles and problems. The principles of microeconomics and macroeconomics will be investigated.

Prerequisite: None
Fee: None

ADVANCED AMERICAN GOVERNMENT

1 Semester Course (½ Credit)

This course, designed for highly motivated students, probes, investigates, and surveys the principles and practices of our national, state, and local governments. Students will obtain a full and complete understanding of actions and government services that have affected Americans in an historic as well as current perspective. Ultimately, one of the major goals of the course is to encourage greater-future political participation and reduce political apathy. The collective and politically neutral concept of "We the People," is highlighted throughout our coursework.

Prerequisite: 11th-12th grade, 3.5 Cumulative GPA, Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: None

ADVANCED ECONOMICS

1 Semester Course (½ Credit)

This course, designed for highly motivated students, identifies and analyzes the major economic features of American society. Our investigations and research topics will include the basic-fundamental concepts of Macroeconomics and Microeconomics. However, not only will this course focus on these laws, financial concepts, and theoretical applications, but as well, we will enter the arena of consumer economics and marketplace realities. Now more than ever before, America is engaged in a world market of products, services, supplies, and competition. We will probe, investigate, and analyze the nuances of these phenomena.

Prerequisite: 11th-12th grade, 3.5 Cumulative GPA, Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: None

SOCIAL STUDIES ELECTIVES

WORLD GEOGRAPHY

1 Semester (½ Credit)

Primarily this course, Human geography, is designed to introduce students to the systematic study of patterns and processes that have shaped human understanding, human use, and human alteration of the Earth's surface. Students will learn about and employ the methods of geographers. These include observation, mapmaking, data gathering and reporting, and technical writing. Students will also learn how to employ spatial concepts, geographic vocabulary, and landscape interpretations to a variety of location and situations around the globe as well as in local areas. Overall, students will develop a geographic perspective in their manner of thinking with which to view the landscape of the world and better understand current events.

Prerequisite: None
Fee: None

CCP PSYCH 151 *Introduction to Psychology

1 Semester Course (1 HS Credit, 3 College Credits)

An introduction to psychology as a science of behavior and an overview of current psychological thought. Topics include: the science of psychology, biological bases of behavior, learning, memory and cognition, motivation, stress and adjustment, personality, psychological disorders and their treatment and social psychology.

Prerequisite: Successful placement on the LCCC assessment
Fee: None

CCP PSYCH 251 * Human Growth and Development

1 Semester Course (1 HS Credit, 3 College Credits)

This course is the study of the phenomena of human growth and development and the influence of biological, cognitive, and psychosocial factors from conception throughout life. Topics include: prenatal development, infancy, childhood, adolescence, and adulthood. This is a Social Sciences Core Course.

Prerequisite: Psychology 151
Fee: None

PSYCHOLOGY

1 Semester Course (½ Credit)

This course examines the role of the individual in society. Topics covered include development of the self-concept, psychological defense mechanisms, social psychology and personality aberrations. Students completing the course successfully should be able to define and explain in practical examples the concepts which govern individual behavior.

Prerequisite: None
Fee: None

SOCIOLOGY

1 Semester Course (½ Credit)

This course examines the values and customs which govern the development of a variety of social groups. Particular emphasis is placed upon the comparison and contrast of these groups. Students completing the course successfully should be able to describe and analyze the makeup and development of different social groups.

Prerequisite: None
Fee: None

MODERN WORLD HISTORY 90s to TODAY

1 Semester Course (½ Credit)

This class picks up where most high school history classes end by examining the collapse of the Soviet Union and the increased role of the United States as the world's sole superpower. Gain a greater understanding of the "Wars for Oil", The Bosnian Conflict, The rise of China and fall of American economic world dominance. Learn how events such as 9/11 and the London Tube Bombings gave rise to the never ending "wars on terror". Discuss and debate topics such as government control of economic and social matters, climate changes, world population growth, the growing nuclear threat, and the modern American political landscape.

Prerequisite: None
Fee: None

WESTERN EXPANSION AND THE AMERICAN FRONTIER

Go back to the 1840's through the turn of the century and gain an appreciation how the American "wild" West was settled and tamed. Learn about this unique set of men and women such as Wild Bill Cody, Custer, Geronimo, and Sitting Bull just to name a few. Topics to discuss and debate include manifest destiny, genocide, The Indian Wars, The Mexican American War and many more!

Prerequisite: None
Fee: None

PRACTICAL LAW

1 Semester Course (½ Credit)

The goal of this semester course is to improve students' understanding of the fundamental principles and values underlying the legal system in the United States. The course is designed to provide a practical explanation of the basic areas of law, including business law, criminal law, consumer law, family law, torts, civil liberties and international law. Upon completion of the course, students will have an improved understanding of the roles that law, layers, law enforcement officers, and the justice system play in our democracy.

Prerequisite: None
Fee: None

SCIENCE

PHYSICAL SCIENCE

2 Semester Course(1/2 credit per semester)

This course lays the foundation for high school science through the study of introductory chemistry, physics and earth science. Students will learn laboratory techniques, how to use the periodic table, the method for notating chemical reactions, and how to measure forces and energy in the world. Laboratory experiments and reports are the primary mode of delivering and practicing concepts learned in physical science, and will be a substantial portion of student grades. **Students will be required to have a scientific calculator.**

Prerequisite: Grade 9
Fee: None

ADVANCED PHYSICAL SCIENCE

2 Semester Course(1/2 credit per semester)

This course lays the foundation for high school science through the study of introductory chemistry, physics and earth science. Students will learn laboratory techniques, how to use the periodic table, the method for notating chemical reactions, and how to measure forces and energy in the world. Mathematics and graphing will be utilized throughout the course. Laboratory experiments and reports are the primary mode of delivering and practicing concepts learned in physical science, and will be a substantial portion of student grades. **Every student is required to have a scientific calculator.**

***A TI Graphing calculator is recommended for this course.**

Prerequisite: Algebra I. Students will be recommended to take advanced courses based on State assessments and standardized testing scores.
Fee: None

BIOLOGY

2 Semester Course (1/2 credit per semester)

This class is designed to give the student a total outlook on life from the single cell to the complex organism of man. Emphasis is placed on molecular biology with laboratory exercises and dissection. Ohio Graduation Test outcomes will be the basis for the course and for attaining student success.

Prerequisite: None
Fee: None

CCP BIOG 151 GENERAL BIOLOGY

1 Semester Course (1 HS Credit, 4 College Credits)

An introductory biology course designed for non-science majors. Topics include basic chemistry and cell biology, evolution, genetics, ecology and a survey of the kingdoms. Laboratory required.

Prerequisite: Satisfactory Placement score on ACCUPLACER Test
Fee: None

CCP BIOG 152 - HUMAN BIOLOGY

1 Semester Course (1 HS Credit, 4 College Credits)

An introductory course intended for the non-science major covering basic anatomy and physiology of the human body. Laboratory with dissection of preserved specimens required.

Prerequisite: BIOG 151
Fee: None

ENVIRONMENTAL SCIENCE I/II

2 Semester Course (1/2 credit per semester)

In, this course students will develop an understanding of the natural environment and the learn the importance of environmental quality as well as gain a sense of stewardship for the Earth.

Semester 1 focus:

Unit 1: Environmental Earth

Unit 2: Development and Succession of Ecosystems

Semester 2 focus:

Unit 3: Resources and Resource Management

Unit 4: Environmental Awareness and Responsibility

Prerequisite: None
Fee: None

CHEMISTRY

2 Semester Course (1/2 credit per semester)

A course which focuses on the study of the chemical composition, structure and interactions of matter. Emphasis is placed on logical thinking, problem-solving, laboratory techniques, chemical laws and behavior of chemicals based upon position in the Periodic Table. Students need a thorough comprehension of decimals, fractions, percents and must understand how to solve simple algebraic equations.

Prerequisite None
Fee: Goggles are **required** (can be purchased from teacher for \$5.00)
None

CCP CHMY 171 - GENERAL CHEMISTRY

1 Semester Course (1 HS Credit, 5 College Credits)

Course recommended for Science majors as an introduction to the principles of chemistry. Emphasis is on atomic, molecular, and electronic structures, gas laws, stoichiometry, chemical bonding, solutions, and equilibrium. Laboratory required. Natural Science Core Course.

Prerequisite: Satisfactory Placement score on LCCC placement test
Fee: None

SCIENCE ELECTIVES

CCP Biology 121 ANATOMY AND PHYSIOLOGY I

1 Semester course (1 HS Credit, 4 College Credits)

This course offers an introduction to cell biology and histology, as well as an in-depth study of the following human organ systems: integumentary, skeletal, muscular, nervous (including special senses), and endocrine. This course is intended primarily for Allied Health and Nursing associate degree students, Sports and Fitness Management students, and Science majors. Laboratory (involving dissection of specimens) required. Natural Science Core Course. (C3, IN1, IN5)

Prerequisite: Satisfactory Placement score on LCCC placement test
Fee: None

CCP Biology 122 ANATOMY AND PHYSIOLOGY II

1 Semester course (1 HS Credit, 4 College Credits)

This course is a continuation of Anatomy & Physiology I. The structure and function of the following human organ systems are examined; reproductive (including embryology and fetal development), digestive, cardiovascular, lymphatic (including immunity), respiratory, and urinary (including fluid/electrolyte and acid/base balance). Cadaver-based laboratory required. This is a Natural Science Core Course.

Prerequisite: Grade of C or better in BIOG 121
Fee: None

CCP BIOG 153 BASIC HUMAN NUTRITION (Online)

1 Semester Course (1 HS Credit, 3 College Credits)

Course designed for the non-science major to educate the consumer about normal physiological activities used to process food nutrients, dietary requirements for all stages of the human life cycle, and food safety. World hunger and global issues related to the food supply are also addressed.

Prerequisite: Satisfactory Placement score on LCCC placement test
Fee: None

CCP BIOG 159 AQUATIC LIFE (Online)

1 Semester Course (1 HS Credit, 3 College Credits)

Introductory course designed for non-science majors to explore various aquatic environments, with an emphasis on aquatic species and the interaction of humans with such environments. Laboratory required.

Prerequisite: Satisfactory Placement score on LCCC Placement test
Fee: None

CCP BIOG 150 INFECTIOUS DISEASES

1 Semester Course (.66 HS Credit, 2 College Credits)

Infectious Disease explores infectious disease and the response to it. Microorganisms including bacteria fungus protest virus and prions will be examined for the role they play. Microbial disease has played an extraordinary role in human evolution and it continues to produce much suffering in the world today. We will all need to prepare for the challenges of future epidemics that are occurring with greater frequency in the modern world. The stress of increased population, climate change and increased world travel and commerce will cause a greater disease burden in the coming years. This course will explore interventions and simple ways of controlling, reducing or eliminating the threat. *Natural Science Core Course.* (C3, IN1, IN5)

Prerequisite: Satisfactory Placement score on LCCC Placement test

CCP ALHN 110 Medical Terminology (Online)

1 Semester Course (1 HS Credit, 3 College Credits)

This course will introduce medical terminology including common medical word roots, prefixes, suffixes and combining forms. It will include common medical abbreviations, pronunciation, spelling and definitions of medical terminology related to the human body systems. People who are pursuing an allied health or nursing program, or who are reentering health care professions or persons working in health care related agencies will enhance their knowledge of medical terminology in this course

Prerequisite: Satisfactory Placement score on LCCC Placement test
Fee: None

CCP ALHN 121 General Pathology

1 Semester Course (1 HS Credit, 3 College Credits)

Basic principles of pathogenesis are explored. This also includes the study of the clinical manifestations of diseases according to body systems, diagnosis, treatment, and surgical intervention for the specific disease processes. Previous or concurrent enrollment in BIOG 122.

Prerequisite:

Prerequisite: Prerequisite: BIOG 115 or previous or concurrent enrollment in BIOG 122.
Fee: None

GEOLOGY

1 Semester course (½ credit)

Geology is an in-depth study of the origin of rocks, landforms and the internal structure of the earth. Students will identify minerals, rocks and fossils common in Ohio. Students will learn to read topographic maps and understand the major events of the geologic time scale. Emphasis is placed on Ohio's fascinating geological history and how our geologic past impacts us today. Some math is applied to situations involving basic chemistry.

Prerequisite: Physical Science
Fee: None

ASTRONOMY

1 Semester course (½ credit)

This course will focus on the history of astronomy, the earth, moon, sun and other objects in our solar system. The interactions between the sun/earth/moon system, planetary processes, galaxy transformation and the origins of the universe are also examined. An emphasis will be placed on recent astronomical discoveries. Observational astronomy will also be covered.

Prerequisite: None
Fee: None

PHYSICS

2 Semester Course (1/2 credit per semester)

The course studies the physical principle of motion, heat, light, electricity and some nuclear physics. The vocabulary, laws and theories are studied through textbook and laboratory application. The student must have a good understanding of the principles of Algebra II. Some geometry and trigonometry are taught throughout the course. The course aids the student in thinking logically as well as deductively and inductively. Students completing the course successfully should be able to explain and apply the physical laws which govern our environment.

Prerequisite: Algebra II, required 9th & 10th grade Science (C or better in these classes)
Fee: None

FORENSIC SCIENCE

2 Semester Course (1/2 credit per semester)

This course offers students a chance to gain and apply knowledge from the areas of Biology, Chemistry, Earth Science, Archeology, Anthropology, Law, Medicine, and Technical Writing. The course will cover selected topics from the following list: The crime scene, physical evidence, glass and soil, organic analysis, microscopy, hair/fiber/paint/drugs, Toxicology, Forensic Aspects of Arson and Explosions, Forensic Serology, DNA, Fingerprints, Firearms and tool marks, and document and voice examination. The course will evaluate students using a series of inquiry labs, discussion of case studies, field trips and guest speakers, internet research and practical lab exams that will allow students to strengthen skills in observation, interpretation, reasoning, and formal presentations.

Prerequisite: Students will be recommended to take advanced courses based on State assessments and standardized testing scores. Chemistry "B" or better, Algebra I "C" or better
No documented violations of lab safety in any science course
No documented violations of school rules for field trips
Fee: None

FOREIGN LANGUAGE

SPANISH I

2 Semester Course (1/2 credit per semester)

This class is the beginning of Spanish which deals with vocabulary, pronunciation, spelling, verb conjugations, and sentence patterns. This class studies the present tense of both regular and irregular -ar, -er, and -ir verbs. Student will be exposed to cultural components of the language through various types of media. **Students will be expected to use as much spoken Spanish in class as much as possible and will be evaluated on their participation and use of the Spanish language.**

Prerequisite: Passed LA/Eng with a C or better (B for 8th grade going to 9th grade)
Fee: None

SPANISH II

2 Semester Course (1/2 credit per semester)

This class is a continuation of Spanish I which includes a review of all of the above. Students will add on to their knowledge of the present tense and vocabulary and will also learn the preterite tense of verbs. Student will be exposed to cultural components of the language through various types of media. **Students will be expected to use Spanish in class as much as possible and will be evaluated on their participation and use of the language. Most directions and instruction will be given in Spanish.**

Prerequisite: Completion of Spanish I with a C or better (per semester)
Fee: None

SPANISH III

2 Semester Course (1/2 credit per semester)

This class is a continuation of Spanish II which will also include more conversational practice as well as the study of literature, artists, and countries in more depth. The review of all the tenses will be continued as well as the introduction of the subjunctive tense. Student will be exposed to cultural components of the language through various types of media. **Students will be expected to use Spanish ONLY in class and will be evaluated on their participation and use of the language. All directions and instruction will be given in Spanish.**

SPANISH IV

2 Semester Course (1/2 credit per semester)

This class is a continuation of Spanish III which will also include more conversational practice as well as the study of literature, artists, and countries in more depth. The review of all the tenses will be continued as well as the further explanation of the subjunctive tense, further exploration of preterit and imperfect and introduction to the and present perfect. Student will be exposed to cultural components of the language through various types of media. **Students will be expected to use Spanish ONLY in class and will be evaluated on their participation and use of the language. All directions and instruction will be given in Spanish.**

TECHNOLOGY

BASIC COMPUTER APPLICATIONS

1 Semester Course (½ Credit)

This course provides an introduction to the Microsoft Office Suite. Students will learn how to use Word, Excel, PowerPoint, and Access. Students will learn how to create and format flyers, research reports, sales spreadsheets, presentations, and databases using a hands-on approach.

Prerequisite: None
Fee: None

GRAPHIC DESIGN I

1 Semester Course (½ Credit)

This course is an introduction to the use of a digital platform to explore the principles, elements, and theories of design through art and technology. Students will be exposed to a variety of software programs as they create a wide range of design-based projects. Students will learn how to manipulate images, as well as create their own images in Adobe Photoshop. An emphasis on using the tools of Adobe Photoshop is stressed. This class is a prerequisite for Graphic Design II. *This course can be used to meet the fine art requirement for graduation.*

Prerequisite: None
Fee: None

GRAPHIC DESIGN II

1 Semester Course (½ Credit)

In this course, students will continue to develop their computer graphic design skills as well as principles, elements, and theories of design. More advanced work with vector-based art will be added to their learning using Adobe Illustrator. Students will also be introduced to web-based art by using Adobe Photoshop, Adobe Flash, Adobe Premiere Pro and Adobe After Effects. Graphic Design I is a prerequisite for this course. *This course can be used to meet the fine art requirement for graduation.*

Prerequisite: None
Fee: None

BROADCASTING

1 Semester Course (½ Credit)

In this course students will concentrate on an emphasis on videography, photography and the mechanics of editing and broadcasting software to create creative videos. Students will organize stories and visualizations associated with those stories for presentation to the student body via TV broadcast.

Examples of assignments include creating public service announcements, on air interviews, how to videos, music videos, and documenting events at our school. Students would be expected to cover extracurricular events, including events outside of class. This is mandatory and will be an integral part of students' grades.

Prerequisite: None
Fee: None

FINE ARTS

VISUAL DESIGN I

1 Semester Course (½ Credit)

Students in this class will learn about the elements of art and principles of design and apply their knowledge to make informed decisions when working with various artistic media (drawing, printmaking, etc.). This class is a prerequisite for Visual Design II.

Prerequisite: None
Fee: \$10.00

VISUAL DESIGN II

1 Semester Course (½ Credit)

Students in this class will learn about various professions in the field of Visual Design. Knowledge about the elements of art and principles of design from Visual Design I will be applied to projects including interior design, city planning, fashion, etc.. This Visual Design I is a prerequisite for this class.

Prerequisite: Visual Design I
Fee: \$10.00

DIGITAL PHOTOGRAPHY I

1 Semester Course (½ Credit)

Students in this class will improve and develop their digital photography skills. They will use digital cameras as a tool to compose well-designed artwork. Students will learn features of the camera and enhance photos. Students may use their own digital camera, however it is not required for this class.

Prerequisite: None
Fee: \$5.00

DIGITAL PHOTOGRAPHY II

1 Semester Course (½ Credit)

Students in this class will continue to improve and develop their digital photography skills. They will use digital cameras as a tool to compose well-designed artwork. Students will learn features of the camera as well as how to manipulate the images with Adobe Photoshop and other photo editing programs. Students may use their own digital camera, however it is not required for this class.

Prerequisite: None
Fee: \$5.00

ART I

2 Semester Course (1/2 credit per semester)

An introduction to the basic areas of studio art, art history, and art appreciation. Included is color theory, design, drawing, and perspective in varied media, calligraphy, pottery, simple crafts, and painting. Special attention is given to the manipulation and care of tools and materials. Art terminology is stressed. Students completing the course successfully should be able to complete original samples of forms noted above and articulate in proper art language when critiquing art pieces completed by themselves and others.

Prerequisite: None
Fee: \$5.00

ART II

2 Semester Course (1/2 credit per semester)

A continuation of the skills stressed in Art I. More freedom is given pertaining to the selection of subject matter and medium used for creative expression and expansion of individual interests. Select art pieces are to be saved for a future art portfolio.

Prerequisite: Art I
Fee: \$10.00

ADVANCED ART

2 Semester Course (1/2 credit per semester)

This course is a combined studio class for student whose skills extend beyond Art I.

Prerequisite: Instructors Approval
Fee: \$15.00

ART INDEPENDENT STUDY

2 Semester Course (1/2 credit per semester)

This course is offered to art students in their Junior and/or Senior year that desire additional time to work on portfolios for college or wish to further explore mediums of their choice.

Prerequisite: Instructor's approval
Fee: \$20.00

CERAMICS

2 Semester Course (1/2 credit per semester)

Students will learn various hand building techniques through the year including pinch, coil, and slab while focusing on the union of form and function. Introduction to traditional and historical ceramic arts will be incorporated into the lab experiences. Students will be introduced to the craft of wheel thrown pottery on a limited basis. Various glaze and decoration techniques for finishing work will be introduced in the beginning class.

Prerequisite: Art I
Fee: \$20

HISTORICAL CINEMA: ART HISTORY

1 Semester Course (1/2 credit)

Explore art history through one of history's most celebrated art forms: cinema. Students will learn about key movements & artists throughout art history (From Vermeer & *The Girl with the Pearl Earring* to Banksy & *Exit Through the Gift Shop*), examine and discuss artistic decisions made in the films, and complete a project related to each film either in artistic content or process.

Prerequisite: None

Fee: \$5

CONTEMPORARY FOLK ART

1 Semester Course (1/2 credit)

In this class students will explore ways in which objects have provided various needs to cultures around the world, both past and present. Emphasis is placed on connections among and between the arts and other subject areas. Objects will include alebrijes, weaving and rug hooking, outsider art, boruca masks, ojo de dios, amate, and more.

Prerequisite: None

Fee: \$10

HIGH SCHOOL CHOIR

2 Semester Course (1/2 credit per semester)

The high school choir is an elective course open to all students grades 9-12 and consisting of both men's and women's voices who audition. Throughout the year, the choir performs a variety of music ranging from serious classics to modern popular music. Choir members are expected to participate at all times in rehearsals, all concerts and all presentations given by the group. Students previously in the choral program will not need to audition again.

Prerequisite:

Audition

Fee:

None

WOMEN'S CHORUS (Gr. 10-12)

2 Semester Course (1/2 credit per semester)

The Clearview Women's Chorus is to consist of 10-12 grade women who have had a year of choir in the past. This is an advanced group where participation is mandatory, and music theory, vocal technique and etiquette are taught. We will have two concerts per year, and a dress code of black and white will be encouraged.

Prerequisite:

Audition & previous participation in a Clearview Choir. Possible uniform purchase.

Fee:

None

HIGH SCHOOL BAND

2 Semester Course (1/2 credit per semester)

The high school band provides many performance opportunities and learning experiences for students. When you elect to schedule band, you are committing yourself to extra time beyond the normal school day and during the summer. Marching Band begins in late July; attendance at Marching Band Camp at CHS is essential for course success. The band performs at all varsity football games as well as rehearsals and performances outside of the school day and on weekends. During the remainder of the year, the band studies music and performs in concerts and other opportunities that may arise. Band students are highly encouraged to participate for all four years while in high school.

Note: Students that participate in first semester may only opt in for the marching band portion of the course, at the discretion of the director, if they are enrolled at JVS or LCCC.

Prerequisite: Students must know how to play an instrument before enrolling in this course. Minimum 1 year of middle/high school band with a passing grade OR several months of successful private lesson instruction. Students new to district must contact band director before course enrollment to determine eligibility.

Fee: Collected by Clearview Band Boosters during Band Camp; dependent upon individual materials needed (shirts, shorts, berets, etc.)

FAMILY AND CONSUMER SCIENCE

INTRODUCTION TO FAMILY AND CONSUMER SCIENCES

This first course, will provide students with an overview of the four major content areas of Family and Consumer Sciences. Students will be introduced to child development, family relationship concepts and how they relate to family dynamics. Additionally, students will identify financial literacy and consumer economic principles. Students will understand the concepts of design through textiles for personal and home use. Throughout the course, students will develop communication, leadership and career investigation skills.

Prerequisite:	None
Fee:	\$10.00

TRANSITIONS AND CAREERS

In this course, students will analyze interests, aptitudes and skills to prepare for careers and transition through life. An emphasis will be placed on work ethics, team building, communication and leadership skills. Additional topics will include technology etiquette and career planning. This course shows students how classroom learning translates into marketable skills. Through hands-on learning and local business involvement, students will engage in career-related experiences to acquire basic skills in various career fields. This provides students with tangible experiences to begin career decision making.

Prerequisite:	None
Fee:	None

PERSONAL FINANCIAL MANAGEMENT

In this course, students will study public policy and consumer behavior related to consumer economics. Throughout the course, students will examine laws and regulations that affect the consumer. Additional topics will include consumer expenditures, consumer fraud, global economy, large purchases, and contracts.

In this course, students will develop personal financial plans for individual personal well-being. Throughout the course, students will develop financial literacy skills to provide a basis for responsible citizenship and career success. Additional topics will include analyzing services from financial institutions, consumer protection, investing and risk management

Prerequisite:	Intro to Family and Consumer Science
Fee:	\$5.00

CHILD DEVELOPMENT

In this course, students will study the principles of child growth, development and behavior. An emphasis will be place on the cognitive development of a child and sensory and motor skills. Additional topics will include childhood diseases, immunizations, theories of development, learning styles and evaluating childcare services. This course may not be offered every year.

Prerequisite: Intro to Family and Consumer Science
Fee: \$10.00

GLOBAL FOODS

1 semester course (½ Credit)

In this course, students will compare cuisines, ingredients and preferred cooking methods of various cultures. The influence of traditions and regional and cultural perspectives on food choices and culinary practices will be emphasized. Students will examine the issues and conditions that affect the availability and quality of food in the global market, and apply advanced cooking techniques, including the use of specialty and advanced equipment in the preparation of food dishes.

Prerequisite: Intro to Family and Consumer Science
Fee: \$20.00

PRINCIPLES OF FOODS

1 semester course (½ Credit)

In this course, students will gain knowledge in food selection criteria and apply preparation methods to promote a healthy lifestyle. Students will apply cooking methods, ingredient selection and nutritional information in the context of selected food dishes. Throughout the course, basic food safety and sanitation techniques will be emphasized.

Prerequisite: Intro to Family and Consumer Science
Fee: \$20.00

RATS FOOD SCIENCE

1 semester course (½ Credit)

RATS (Reaction, Appearance, Taste, and Smells) In this course, students will apply basic culinary practices and understand how flavor texture and appearance are affected during food preparation. Students will evaluate chemical reactions as they occur in cooking methods and assess how to control high-risk food safety situations. Food safety nad sanitation techniques will align to industry-recognized certifications.

Prerequisite: Intro to Family and Consumer Science
Fee: \$20.00

HEALTHY FOODS

1 semester course (½ Credit)

Expand measuring skills and cooking techniques by preparing every day foods with a healthy twist. Students will learn how to make healthy substitutions when creating their favorite foods. Students will demonstrate safe food handling practices related to food-borne pathogens and kitchen environments. Lots of hands-on learning will take place.

Prerequisite: Intro to Family and Consumer Science
Fee: \$20.00

TEXTILE DESIGN AND CONSTRUCTION MAINTENANCE

1 semester course (½ Credit)

In this course, students will study the visual appearance of fabric and fashion design. Students will identify, analyze and apply production processes and techniques to textiles. Additional topics will include the maintenance and alterations of textiles products, including home interior accessories and garments.

In this course students will explore a broad range of topics relating to the various aspects and career opportunities available in the field of textiles and design. The emphasis will be given to textiles project development and developing strategies to maintain the home. Additional topics will include project collaboration, design techniques and environmental sustainability.

Prerequisite: Intro to Family and Consumer Science
Fee: \$20.00

INTERIOR DESIGN II

1 semester course (½ Credit)

In this Family and Consumer Sciences career field course, students will examine design principles used in residential interiors. An emphasis will be placed on incorporating anthropometrics (how interior design affects the human body), ergonomics (how interior design affects work performance) and psychological responses. Additional topics will include the selection and organization of furnishings, floors and wall coverings in living spaces, kitchens and baths.

Prerequisite: Intro to Family and Consumer Science **AND** Textile Design
Fee: \$20.00

HEALTH AND PHYSICAL EDUCATION

ALL STUDENTS MUST SATISFACTORILY COMPLETE 1/2 CREDIT IN PHYSICAL EDUCATION TO MEET GRADUATION REQUIREMENTS. All physical education courses may be taken more than once but only a total of one P.E. credit will count toward the credits required for graduation. Co-educational activities are incorporated in all classes. Physical education activities will be individually adapted for students with handicaps or injuries.

PHYSICAL EDUCATION

1 Semester Course (½ Credit)

This is a required class. This is a general physical education course. Daily participation is required. The students will take part in activities designed for fitness, physical skills and lifetime activity sports. This course will introduce the students to team sports, individual sports and lifetime activity sports. This course is a prerequisite for all other physical education courses.

Prerequisite: None
Fee: None

INTRAMURAL PHYSICAL EDUCATION

1 Semester Course (½ Credit)

This is an elective course for juniors and seniors who enjoy competitive team sports. The students will be instructed in the advanced fundamental and strategies of sports. Students are required to participate in a community service project outside of the school day. State mandated assessments are not included in this course. This class does not replace a graduation requirement. Prerequisite: Successful completion of general physical education course

Prerequisite: PE or Approval from a Physical Education Instructor
Fee: None

TEAM SPORTS

1 Semester course (½ Credit)

The students will be introduced to a variety of team sports. The course will introduce skills and teamwork. Team building and how teammates work together for a common goal will be stressed. The course will include basketball, volleyball, softball, floor hockey and other team sports. Students will learn the rules for each sport and skills needed to participate in each sport. This is an activity based course. Each student is required to write a report on the history & rules of one sport from the class.

Prerequisite: PE or Approval from a Physical Education Instructor
Fee: None

WEIGHT LIFTING

1 Semester Course (½ Credit)

Students of all ability levels (introductory-advanced) can join this class. There will be learning to all different types of beginner exercises and lifting techniques all the way to advanced style lifts and workouts. Course will rely heavily on goal-setting and tracking physical fitness such as weight, strength, endurance over the course of the semester to see results for each individual.

Prerequisite: PE or Approval from a Physical Education Instructor
Fee: None

HEALTH

1 Semester Course (½ Credit)

This is a required class. This course will cover full body wellness leading to healthy life choices and prevention from diseases and other ailments. The students will understand that their decision making skills and personal behaviors are directly related to their own health and those around them. Students will understand those functions. Students will learn the workings of the different systems of the body and how to keep each system healthy. Students will learn the various stages of socialization common to teenagers.

****Per ORC 3313.602, beginning with the 2017-2018 school year, each school district which offers grades nine to twelve shall provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator. Instruction shall include the psychomotor skills necessary to perform cardiopulmonary resuscitation and use an automated external defibrillator. "Psychomotor skills" means the use of hands-on practice to support cognitive learning.**

Prerequisite: None
Fee: None

NUTRITION/PHYSICAL ACTIVITY (HEALTH/PE HYBRID)

1 Semester Course (½ Credit)

The focus of this class will be to learn how healthy nutrition and physical activity can benefit the body. This will be a hybrid location between the health classroom and also the gym setting. Students will be able to track weight, fat percentage, muscle growth and percentage over the entire semester and be able to create specific goals for their own individual body. In this class we will analyze current trends in health and how nutrition impacts the body. This class will also incorporate physical activities that they can play for a lifetime like weight lifting, aerobic activities, tennis, yoga, frisbee golf, badminton, golf, pickleball, bowling, dance, orienteering. Prerequisite: PE 1 and Health 1

Prerequisite: PE and Health
Fee: None

ADDICTION/SUBSTANCE USE/ABUSE

1 Semester Course (½ Credit)

This class will teach all about addiction and substance use/abuse and how they can harm to the body. The students will examine all the different types of substances that are misused and abused. They will research the effects both long term and short term effects to the brain and body.

Prerequisite: Health
Fee: None

PHYSICAL EDUCATION WAIVER

In order to be eligible for the PE Waiver, students must complete two full seasons of marching band, cheerleading, or high school athletics. Students should pick up the "PE Waiver Form" in the Guidance Office. Students must get all signatures listed on the "PE Waiver Form" and submit this form to the appropriate guidance counselor when completed. Incomplete forms will not be accepted.

Students must submit the PE Waiver Form **PRIOR** to the senior year. If a student has not completed the 1/2 credit PE requirement or has not turned in the waiver forms by his/her senior year, he/she will be scheduled into PE classes.

Students **DO NOT** get credit for the PE classes that are waived. They simply met the requirements dictated by the State of Ohio for PE. Students are required to take an elective to replace the credit previously earned by PE to ensure that the student earns the 21 credits needed to graduate.

CAREER BASED INTERVENTION

CAREER CONNECTIONS (C.B.I. 10th grade)

2 Semester Course (1/2 credit per semester)

This course is designed for students who should be in the 10th grade who are credit deficient. This class will focus on academic remediation, study skills, credit recovery, self-awareness and career exploration by connecting student's academics to the world of work.

Prerequisite: Selection by staff/ Student will be selected by district career & advising policies.

Fee: None

CAREER BASED INTERVENTION II (C.B.I. 11th grade) 1-4 credits per year

2 Semester Course

(One credit: Classroom Instruction; Two credits: Work Experience; One credit CBI Academic)

The same as C.B.I. for 12th grade except these students should be in the 11th grade but may be credit deficient.

Prerequisite: Permission required due to enrollment requirements

Fee: None

CAREER BASED INTERVENTION II (C.B.I. 12th grade) 1 – 4 credits per year

2 Semester Course

(One credit: Classroom Instruction; Two credits: Work Experience; One credit CBI Academic)

This course is designed for students who should be in the 12th grade but may be credit deficient. The purpose of C.B.I. is to provide meaningful work skills that will help produce employable citizens in the future. The students will take a class in which the curriculum is based on preparing for the world of work, remediation skills in reading and math, self awareness, and career exploration. This class also stresses the importance of good attendance and doing the required assignments for all other academic classes under close supervision of the instructor. Students have the opportunity to recover a limited number of credits by utilizing web-based courses.

In order to reinforce the skills taught in the C.B.I. classroom, students are required to obtain employment. If paid employment cannot be obtained, work-based learning situations approved by the instructor may also be used. If certain criteria are met, the student may be released early from school.

Prerequisite: Permission required due to enrollment requirements

Fee: None

CBI FIELD 11th / 12th Gr

2 Semester Course(1 credit per semester)

CBI Field is designed to serve academic under-achievers and those students who may be at-risk for graduation. These students often have become discouraged with school because of factors that result in a lack of interest and poor attendance. The Career Based Intervention Program attempts to reorient students' attitudes toward high levels of achievement in school and work and reinforce their social responsibility to our society. It is hoped this can be accomplished by arranging suitable, on-the-job training and related instruction to develop feelings of accomplishment and success. Students have the opportunity of earning money and becoming financially responsible while obtaining elective credits. All students must work at employment that conforms to all state and federal wage and hour labor laws, minor labor laws, and must be in compliance with the federal and state minimum wage laws. Students under the age of 18 must obtain work permits. All students will have signed training agreements and training plans as a part of their employment. Students will receive written evaluations based on observations made by the job supervisor. Students must document 120 hours of work experience for each credit earned. Non-paid work experience must also have a training plan and be documented in order to receive credit. Career Based Intervention students, if not credit deficient, may have an early

dismissal for work. Otherwise, they are expected to work after school and on weekends. Students are required to maintain employment for the entire school year.

This program is for students who:

Have a valid driver's license or other transportation

Are physically able to work

Have been recommended by school personnel

CBI GOVERNMENT

1 Semester Course (½ Credit)

A course required to qualify for graduation. This course surveys the principles and practices of national, state and local government. Students completing the course successfully should be able to identify key federal, state and local governmental actions and services that affect their life as a citizen of the United States.

Prerequisite: None
Fee: None

CBI ECONOMICS

1 Semester Course (½ Credit)

A course required to qualify for graduation. This course is designed to assist students to understand and make reasoned judgments about major economic questions facing society. Topics will include basic economic principles and problems. The principles of microeconomics and macroeconomics will be investigated.

Prerequisite: None
Fee: None

---- LORAIN COUNTY JOINT VOCATIONAL SCHOOL

Credit Varies by Program

The Lorain County Joint Vocational School offers a wide variety of pre-employment programs. These programs offer instruction in technical skills in different subject areas. Students who are planning to seek full-time employment upon graduation from high school should consider this program as an educational choice. Special transportation to and from the J.V.S. is provided. This educational option is open only to selected 9th & 10th graders as well as juniors and seniors.

Prerequisite: Application and Acceptance
Fee: Varies by Program

PROJECT LEAD THE WAY

1 Semester Course (½ Credit)

Students are introduced into the basics of engineering, the design process, applying math, science, and engineering standards to hands-on projects. Students design a puzzle cube, model a toy train that runs on a track, and take apart a consumer product and model it using 3-D modeling software. Students that meet the specified requirements can earn college credit for this class.

Prerequisite:
Fee:

STUDENT SUCCESS STRATEGIES

1 Semester Course (½ Credit)

An Introductory interactive course designed to introduce valuable resources and to teach strategies for creating success in college and in life and improving academic performance. Topics include personal responsibility, motivation, personal, academic and career, goal setting, learning styles, study skills, decision making, problem solving, and priority management. **This course is required for all incoming Freshman.**

Prerequisite:

Fee:

ADVANCED STUDENT SUCCESS STRATEGIES

1 Semester Course (½ Credit)

See SDEV 102 description.

Prerequisite: Placement based on academic record, state test scores and teacher recommendations.

Fee:

CCP * SDEV 102

1 Semester Course (½ Credit)

An Introductory interactive course designed to introduce valuable resources and to teach strategies for creating success in college and in life and improving academic performance. Topics include personal responsibility, motivation, personal, academic and career, goal setting, learning styles, study skills, decision making, problem solving, and priority management. This course may be used to fulfill the college 101 requirement.

Prerequisite: CCP Student Status

Fee:

College Credit Plus (formerly P.S.E.O Program)

Credit varies

Highly motivated, academically successful high school students may choose to enroll at local colleges and take courses for high school and college credit simultaneously. Students may pursue a wide variety of personal academic interests through this process. Arrangements may be made through the Guidance Department.

Prerequisite: Intent Form, Application & Accuplacer Test – College ready score

Fees: None

CLEARVIEW LOCAL SCHOOLS 2019 - 2020

August 2019

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September 2019

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October 2019

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November 2019

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December 2019

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

January 2020

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2020

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March 2020

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2020

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	








May 2020

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2020

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Codes

- Inservice 
- Grade Period 
- Vacation 
- Holiday 
- Parent/Teacher Conf. 
- Teacher Records 
- Professional Dev. 

NO SCHOOL DAYS FOR STUDENTS

- August 19th, 20th - Teacher Inservice
- September 2nd - Labor Day
- September 27th - PC (Parent/Teacher Conferences)
- October 11th - NEOEA Teacher Inservice
- October 25th - Professional Dev.
- November 4th - Professional Dev.
- Nov. 27th - Nov. 29th - Thanksgiving Break
- Dec. 23rd - Jan. 3rd - Winter Break
- January 13th - Teacher Records
- January 20th - Martin Luther King Day
- February 17th - President's Day
- March 16th - Professional Dev.
- April 10th - Good Friday
- April 13th - April 17th - Spring Break
- May 1st - PC (Parent/Teacher Conferences)
- May 8th - Professional Dev.
- May 25th - Memorial Day
- June 3rd - Teacher Records

Fall Homecoming (vs. Wellington)
October 4, 2019

FIRST DAY SCHOOL: August 21, 2019
LAST DAY SCHOOL: June 2, 2020

(2nd Semester Begins January 14, 2020)

GRADING PERIODS

1st	Aug. 21st - Oct. 23rd (44 days)
2nd	Oct. 24th - Jan. 10th (44 days)
3rd	Jan. 14th - March 19th (46 days)
4th	March 20th - June 2nd (46 days)

Parent/Teacher Conferences:
September 27th and February 14th
NO SCHOOL for Students

OPEN HOUSES

Vincent:	Aug. 21st - 3:30-5:00 p.m. (Grades 1-4)
	Aug. 23rd - 3:30-5:00 p.m. (Kindergarten only)
Durling:	Aug. 22nd - 3:30-5:00 p.m.
	<i>5th Grade Orientation - Aug. 19th, 3:00-4:00 p.m.</i>
Clearview:	Aug. 20th - 4:30-6:00 p.m.
	<i>Freshmen Orientation - Aug. 20th, 4:00-5:00 p.m.</i>

GRADUATION: @ Palace Civic Center - May 27, 2020 (7:00 p.m.)

Board Adopted :

Exhibit

X. C. 4.

College Credit Plus and MyUniversity Guarantee Memorandum of Understanding

Terms and Conditions Prepared for:
Clearview Local School District

Prepared by:
Lorain County Community College &
The University Partnership



 *Lorain County
Community College*

 **The University
Partnership**

Objective

Collaborate to provide an affordable cost-share model of course delivery for school districts to expand access to college-level courses for students on the high school campus and define pathways of 15 and 30 transcribed credits as well as associate and bachelor's degree pathways through the MyUniversity Guarantee. This agreement helps remove cost, transportation and time barriers to higher education and meet or exceed the dual enrollment requirements of Ohio Revised Code Chapter 3365. Clearview Local School District and Lorain County Community College commit to collaboratively deliver educational programming and support services to foster student success.

Chancellor Carey's recommendations for Ohio's dual credit program, College Credit Plus, were based upon the following guiding principles:

- Students will always be the primary beneficiary of education policy;
- It is the responsibility of secondary and higher education institutions to work collaboratively and think innovatively in order to advance the achievement and success of Ohio's students;
- The College Credit Plus program should be structured to ensure open access to all college-ready students with minimal need for contributing student resources;
- There must be flexibility in the College Credit Plus program in order to encourage innovation;
- Increasing the participation rates of underrepresented and low-income student populations in programs that result in higher education rates and postsecondary persistence in an important education priority for the state; and
- Providing students with the opportunity for career exploration and promoting exposure to relevant college courses while in high school has value to students, parents, and the state. ¹

Scope of Work

Clearview Local School District and Lorain County Community College (LCCC) will determine the college courses and degree pathways to be offered at Clearview High School based upon the goals of Ohio's College Credit Plus, the MyUniversity Guarantee, school district needs, faculty qualifications (credentials) and faculty course mentor availability.

LCCC and Clearview Local School District will follow the "Commission Guidance on Determining Qualified Faculty" as established by the Higher Learning Commission and adopted by the Ohio Department of Higher Education. LCCC academic deans have final approval with regards to qualified faculty.

High school teachers, as LCCC adjunct instructors, will be provided LCCC faculty course mentors. Together they will establish course expectations and ensure resources necessary to satisfy LCCC course outcomes.

Delivery

Criteria for student participation will be based on Ohio's Remediation Free Standards and LCCC's placement criteria which includes considering high school preparation, performance on the college placement assessment and/or ACT or SAT scores, and GPA. Students must commit to an Academic Success Plan that may include mandatory tutoring or other success strategies if their GPA drops below a 3.0.

LCCC will administer the college placement assessment (and other assessments as necessary) at the high school. Class time and mode of delivery will be structured to suit partner needs.

The course framework will be the same as courses taught at the LCCC campus and apply toward a degree or professional certificate.* The course description, course syllabus and course description with student outcomes (CDSO) document will be shared and reviewed - prior to the start of the term with the high school instructor. Textbooks used will be the same as those used at the LCCC campus, including any online homework system used in particular courses.

1. Carey, J. (2013). College Credit Plus: Chancellor John Carey's recommendations for Ohio's dual credit program.

LCCC academic deans have overarching responsibility for the standards, consistency and quality of the LCCC courses delivered at all sites.

Cost-Sharing

The tuition cost to the school district for courses taught at the high school is the “floor” amount as set by the Ohio General Assembly, which is currently \$41.64 per credit hour per student. Courses that are co-taught by LCCC college faculty with a high school teacher serving as a supplemental instructor are \$52.50 per credit hour per student. Courses taught on an LCCC campus or online are discounted by 25 percent at the rate of \$80 per credit.

The textbooks and required materials are the responsibility of the school district.

For students enrolled in LCCC courses online or located at an LCCC college campus the school district will be charged a \$25 per credit hour flat rate to lease textbooks and required materials. Students will return all course materials to the LCCC Commodore Books and More (bookstore) at the end of each semester. Students who do not return their books may be billed for the balance of the cost of the book.

For students enrolled in LCCC classes taught at their high school the school district is responsible for the purchase of and reuse of textbooks. The textbooks may be purchased through LCCC Commodore Books and More (bookstore) or another vendor. LCCC will provide the names of required textbooks and corresponding ISBNs.

Course fees are the responsibility of the College.

The LCCC Bursar’s Office is responsible for invoicing the state of Ohio each semester for tuition at LCCC, at agreed upon rates.

Partner Responsibilities

LCCC will:

- Identify qualified instructors with school partner who meet Ohio Department of Higher Education’s academic credential requirements.*
- Meet with the high school instructor prior to course delivery and thereafter via phone, email, discussion board, in person, etc.*
- Assign an LCCC college advisor to each student who will coordinate career and academic advising services as well as connect students to opportunities and resources that foster student success.*
- Share course resources (course archive materials, sample syllabi, common projects, essays, assignments, exams, and rubrics) as applicable.
- Ensure expectations and protocols are in place regarding accreditation, faculty roles and responsibilities.
- Provide at least one, three-hour professional development session for high school faculty per school year.*
- Conduct at least one classroom observation per school year of each course offered through College Credit Plus. These visits will be scheduled prior to visiting the site.*

*Denotes a required component of Ohio Revised Code Chapter 3365.

- Promote College Credit Plus opportunities on LCCC's website.*
- Annually coordinate with each school district partner to present at least one dedicated College Credit Plus event for students and parents.*

School District will:

- Complete and submit attendance reports and student outcome assessments by the required deadlines.
- Assist in identifying district faculty who meet Ohio Department of Higher Education's academic credential requirements.
- Access and utilize LCCC's course management system to upload course materials and resources as well to provide current class status via the gradebook function.
- Assure school district faculty meet with LCCC faculty prior to course delivery and thereafter via phone, email, discussion board, in person, etc.
- Provide support to LCCC in assuring the course deliverables as described in the Course Description with Student Outcomes (CDSO) document, including course rigor and depth, are achieved.
- Provide dedicated space for course delivery that supports the delivery of instructional programs and operational needs, including laboratory space with the appropriate equipment and consumables.
- Supply space for meetings, interviewing, and information sessions when appropriate.
- Provide computer technology access and connectivity as necessary.
- Increase awareness of the college pathways through College Credit Plus and the MyUniversity Guarantee.

Together we will:

- Develop and/or update pathways that must be published as part of the school district's official course offerings.* A minimum of two pathway opportunities through College Credit Plus will be created.
 - One where a student can earn 15 transcribed credits
 - One where a student can earn 30 transcribed credits
- Develop and publish pathways to the MyUniversity Guarantee connecting students to bachelor degree opportunities through the University Partnership will be developed and published too.
- Meet all the requirements of the Ohio Revised Code, Chapter 3365 which governs College Credit Plus.

*Denotes a required component of Ohio Revised Code Chapter 3365.

Term

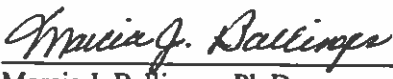
This Agreement shall be re-evaluated and renewed yearly. It can be modified in writing by mutual agreement of partners and can be terminated by either party upon a six month written notice of such intent to the other party.

This Agreement will be effective July 1, 2019 through June 30, 2020.

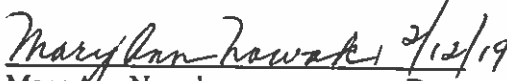
For Lorain County Community College


1005 Abbe Road North, Elyria, OH 44035


_____/ 1/15/19
Jonathan M. Volpe, MBA Date
Vice President for Administrative Services/Treasurer


_____/ 1/15/19
Marcia J. Ballinger, Ph.D. Date
President
Lorain County Community College

For Clearview Local School District
4700 Broadway Ave., Lorain, OH 44502


_____/ 2/12/19
Mary Ann Nowak Date
Treasurer


_____/ 2-8-19
Jerome Davis Date
Superintendent
Clearview Local School District