

Ohio School for the Deaf

**STUDENT
LIFE**

HANDBOOK

2020-2021



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Mission Statement: *We, the community of Student Life, promote the individual student's transition to the maximum potential through education, empowerment, and communication to enrich the Social, Physical, Intellectual, Communication, Emotional, Spiritual **(SPICES)** aspects in our students' lives all via a barrier-free communication environment using American Sign Language and written English.*

Objectives:

- Support student safety, security, and welfare.
- Maintain student discipline.
- Instruct social and independent living skills
- Develop and participate in social, educational, recreational, and cultural growth activities.
- Promote community involvement on/off –campus.
- Help students with transition from elementary to middle school to high school to post –graduation.
- Serve on extra-curricular activities that promote student leadership.
- Collaborate with various departments to promote student excellence.
- Communicate with parents to commit to student achievement.

Tell me and I forget. Teach me and I remember. Involve me and I learn.

Benjamin Franklin



Spartans Center:

Student Life provide an environment where leadership and self-pride thrive due to barrier-free communication. With encouragement, each student is guided to develop emotionally and spiritually to his or her fullest potential. Through a variety of recreational activities, students naturally get the essential social skills needed to integrate into the community.

All Elementary, Middle and High School students will participate in various recreation and educational activities, events, and projects that take place during and after school throughout the year. These activities, which connect OSD students with the community and with students from other schools include the following but are not limited to:

- Community Involvement – Fundraising, Mid-Ohio Food Bank, Adopt-A-Grandparent (Columbus Colony Housing/Columbus Colony Elderly Care)
- Intramural Sports – Volleyball, Dodge Ball, Basketball, and many different sports
- Junior NAD (National Association of the Deaf) Meetings/Activities
- Open Weekend Activities - Sports
- Trivia Contests
- Special Field Trips
- Theater-Style Movie Nights
- Prom Weekend Activities
- Dorm Electives (Board Games, Health/Fitness, Sewing, Technology & Photography)
- Theme Educational Activities (Hispanic Heritage Month, Black History Month, Women History Month and Deaf Awareness Month)
- Miss and Mr. Deaf Teen America Pageant (DTA)

Involvement in organizations and activities builds
self-esteem and character



Individual Residential Program (IRP) for age 14 and up.

Student Life aims to meet each student's IRP goals toward increased independence and employability. Our transition program exposes our students to agencies, organizations, services, programs, and resources that cater to the deaf and hard of hearing individuals' needs. Our Youth Leaders work with students, individually or collectively in a group, on essential skills such as independent living skills, work skills, goal-setting skills, and time management skills. The goal of providing transition education and training is to ensure that students will use learned skills and be prepared to venture into the real world independently and competitively.

High School IRP Electives Offered:

- Cooking
- Money Management
- Budgeting
- Laundry
- Riding the City Bus (COTA)
- Personal Safety
- Personal Hygiene/Personal Care
- Video Relay Service/Videophone Etiquette
- Time Management



Volunteer Opportunities:

We are always looking for AWESOME volunteers to tutor our K-12 students in various school subjects. If you are available after 3:30 pm, interested in improving your ASL skills and love working with children, then we need you! Please take a moment to review our volunteer guidelines and fill out an application.

A criminal background check will be needed for interested volunteers. Please go to www.osd.oh.gov (student life-volunteer) or contact our Youth Leader Supervisor, Joe Defalco at DeFalco@osd.oh.gov or VP number 614-678-5435 for further questions about volunteering in the Student Life Department.



Student Life – Residential Program Prescription and Over the Counter (OTC) Medications

Upon arrival to campus, all students, regardless of age, must give their prescription or OTC medications (including vitamins) to the nurse. If the parent is on campus when they drop off their child, they are to go to the school's clinic and drop off their child's meds. When not accompanying their child to school, the parent/guardian is responsible for informing their child's youth leader via email or phone call, that their child is bringing medicine back to school on their transportation. This helps the youth leader to be on the lookout for the meds and give to the clinic on the same day.

Should you have any questions, please do not hesitate to contact the Student Health Services at 614-598-1429. Your child's well-being and safety are our priority.



Student Life – Residential Program Clothing & Personal Items Checklist

Our goal at OSD is to provide a safe and positive educational environment for our students. Therefore, we feel it is important that the students wear proper clothing for school and in the dorm. We, as the Student Life Department, reserve the right to ask students to change their clothing in the event it offends other students and staff members. We hope that you will support us in our efforts to ensure a safe and positive school year.

Important Information:

- Please mark your child's name on all clothing and personal items.
- Laundry rooms are available for your child to do laundry. Parents are responsible to provide laundry products.

Clothing/Items NOT Permitted:

T-Shirts standing for drugs, alcohol, gangs, tobacco, swearing, inappropriate language and/or pictures. Students' are **NOT PERMITTED** to borrow each other's clothing or personal items and gadgets.

Please review the dorm checklist of items needed for the dorm on the following page. Should you have any questions or comments, please do not hesitate to contact the Student Life Youth Leader Supervisor, Joe DeFalco at DeFalco@osd.oh.gov or call VP 614-678-5435.



Bed Bugs Prevention Plans

Our goals of keeping bed bug free dormitories are as following:

Student Life Responsibilities:

- Put bags in hot box (above 120 degree kills the little critters) weekly on Sunday at 5pm or Monday, whichever day the students arrive back to campus; if passed, put clothes in the dryer in dorms.
- Keep bags and luggage off beds.
- Take shoes off in foyer area of the dorm.
- Routine checks/inspections in living room and bedrooms by Youth Leaders and students.
- Bi-weekly washing of all linens, comforters, and blankets at home.

Parents and Guardian can help by:

- Keeping their child's bag in the garage, mud room or a designated room once they arrive home from school.
- Routine checks/inspections of bed bugs in the home especially after you had visitors staying the weekend.
- Shoes off in the foyer, mud room or garage.
- Have your child pack enough clothes for the week (5 days); this will truly help cut down the time and care needed for washing the clothes if infestation happened.

Day Students staying after school and Special Visitors:

- Wash all linens, comforters (sleeping bag) and blankets at home before coming to OSD.
- Check/inspect personal bag or luggage prior to coming to OSD.
- Shoes off in the foyer area of the dormitory.
- Bag/luggage on floor or desk.

Our collaborative efforts will help prevent the occurrence of bed bugs. Thank you.



DAY STUDENT POLICY

One of the most enriching learning experiences often happens outside of the classroom. For students to maintain well-rounded lives, the Student Life Department strives to provide various enriching experiences through various extra-curricular activities and programs to both day and residential students. Day students are more than welcome to participate in the Student Life program after school hours.

Please check the monthly Recreation Calendar posted in the dorms and our website for schedule of activities available. Please keep in mind that activities and outings scheduled for the first and last two weeks of school are reserved for residential students only. There are also some activities and outings throughout the year reserved for residential students; a star next to the activity and outing will be the indication of that.

The following policy for Day Students has been devised to promote fair and safe accessibility to the Student Life program.

To ensure the well-being and safety of the student, it is imperative for parents/legal guardians to plan at least **72 hours (about 3 days)** in advance (via email or phone call) with the Youth Leader to have their child join the after-school program. Parents/legal guardians also must send written permission to the school office the next day after they have contacted the Youth Leader, writing down specifically the date and time their child will be staying after school, as well as the time their child will be picked up and by whom. Parents/guardians also must sign their child out in the child's dormitory when picking them up.

Sample of Permission Note:

My daughter, Jane Doe, can stay after-school on October 3rd. I will be picking up Jane at 7:30 p.m. Jane's Youth Leader confirmed the visit. Sincerely, *Linda Doe*, Date:

Curfew:

Parents/legal guardians must pick up their child by the curfew time. There are some activities and outings that will run pass the curfew time. Parents/legal guardians will be informed ahead of time the estimate time of arrival back to campus to help them plan accordingly.

<i>Elementary Students:</i>	7:00 p.m. curfew, Sunday-Thursday
<i>Middle School Students:</i>	8:00 p.m. curfew, Sunday-Thursday
<i>High School Students:</i>	9:00 p.m. curfew, Sunday-Thursday



DAY STUDENT POLICY (cont.)

High School Day students must report to the dormitory to SIGN-IN at once after school as well as upon returning to campus from town. They also must SIGN-OUT of the dorm when they are ready to go home.

It is the parents/legal guardians' responsibility to inform transportation if their child is staying after school. Parents are expected to pick up their child according to the curfew time. Frequent delay will result in loss of privileges to stay after-school.

Overnight Campus Privileges

Day students who live more than 25 miles from OSD wishing to stay overnight for special events such as Prom, Homecoming, Alumni, PSA day, Special Holiday parties, etc., will need to have their parents/legal guardians (unless they are over the age of 18) contact the Youth Leader ONE WEEK in advance to obtain prior approval. Due to limited space in the dormitories, requests for staying overnight will be carefully scrutinized.

Athletic day students who have early morning departures on out-of-state trips, or late arrivals from game will be given priority to staying overnight in the dormitories. Athletic day students do have the possibility of becoming a residential student for the duration their chosen sport if there is space available.

Parents must send written permission to the school office the **72 hours (about 3 days)** after they have contacted the Youth Leader, saying specifically the date(s) their child will be staying overnight in the dormitories. Parents will need to also inform transportation of the overnight stays.

Disciplinary Problems:

Day Students are expected to adhere to Student Life policies, dorm handbook and expectations while taking part in after-school activities. Failure to adhere to the Student Life policies, rules and expectations will result in restriction from participating in after-school programs and activities.



Weekend Visitation

Each year, students plan to visit another student's home for the weekend. Parents/legal guardians must adhere to the following guidelines on weekend visitations:

- Parents are responsible to make sure that the home their child is visiting is safe.
- Parents of both students must send a written and signed note showing their permission in allowing their child to have weekend visitation at another student's home.
- Parents handle securing transportation means and contacting the county transportation and obtaining permission for another student to ride the van or bus (**not all transportation companies allow guests - please check with your child's county transportation policy on guests riding their bus/van**).
- The permission note must include the following information:
 - the date and time
 - whose home the student will be visiting
 - the means of transportation from and to school
- Parents are responsible to contact the Student Health Services (SHS) to arrange medication for the weekend.
- Student Life Supervisor, Joe DeFalco, must receive notes no later than 9:00 PM on Wednesdays.
- **FAXED permission notes are acceptable (614-728-4060).**
- Verbal consents over the phone or email may be accepted.
- Students 18 years or age, unless their parents have legal guardianship, must give their own notes to the Student Life Administrative Assistant.
- Fraudulent permission notes may result in suspension from school and/or weekend visitations.
- Students who visit friends for the weekend are expected to return to school on Sunday/Holiday Monday prior to curfew or in the morning of the first school day. Upon arrival to campus on Sunday/Holiday Monday, students must remain in the dormitories.

NOTE: All weekend visitations plans are **FINAL**. Last minutes changes will not be accepted, as it would create unnecessary hardship on both parties and the students themselves.

ADDITIONAL NOTE: The Ohio School for the Deaf accepts NO responsibility or liability for any actions, consequences of, or situations related to student visitation that is not related to an authorized and approved school activity. This included students visiting another student over the weekend. Parents/guardians are advised that OSD



2020-2021 Daily Programming

Sunday	<p>2:00 pm—Activity Therapists shift starts</p> <p>2:00 pm – PM YLS start their shift.</p> <p>4,5,6, and 7 pm—Four different time schedules for specific home locations to come due to COVID-19. .</p> <p>After arriving Students will stop by School Office to check Nurse first before going to Spartan Center to drop their stuffs off for HOTBOX. After dropping them off, go straight to dorm.</p> <p>12:00 pm – Activity Therapist shift ends</p> <p>11:00 am— AM YLs shift starts</p> <p>12:00 am— PM YLs shift ends</p>
Monday-Wednesday	<p>6:00 am -7:00 am – Students Wake Up Times</p> <p>8:00 am – Students Drop off to School</p> <p>9:00 am—AM YLs shift ends</p> <p>2:00 pm – PM YLs shift starts</p> <p>3:00 pm—Activity Therapists shift starts</p> <p>3:15 – 3:30 pm—School Ends; students either go to sports practice or library/Spartan Center with teacher aides until youth leaders arrive.</p> <p>3:30 pm – 11:30 pm—<i>See each department schedule of routines/activities on the next pages</i></p> <p>12:00 pm—Activity Therapists shift ends</p> <p>11:00 pm—AM YLs shift starts</p> <p>12:00 pm—PM YLs shift ends</p>
Thursday	<p>6:00 am – 7:45am - Wake-up/Breakfast/Drop-off Luggage/School</p> <p>9:00 am – AM YLs shift ends</p>

(SUBJECT to Change 8/27/2020)



Elementary Schedule

Time:	Activity:
3:15 pm – 3:30 pm	School Ends - TA
3:30 pm - 4:30 pm	Homework/Sports/Activity w/Youth Leader
4:30 pm – 5:00 pm	Dinner*
5:00 pm – 6:00 pm	Spartans Center *
6:00 pm – 8:30 pm	Snack/Shower/Leisure Time
8:30 pm – 9:00 pm	Lights Out

(SUBJECT to Change 8/27/2020)

*Specials scheduled field trips, events, or activities (see Recreation Schedule online) may at times cause a change in the daily routine schedule. (Depends)

Cellphone Policy:

No cellphones will be used until study hour concludes. Students can pick up their phone and gadgets after study hour ends (6:30pm-7:30pm). All cellphones including tablets and IPADs will be kept and locked in the Youth Leader's office.

Computer Policy

Elementary school students may use the computer for various games as well as access to the Internet to educational sites. Students can only communicate through their personal technology devices with their family members. Parents/Guardians handle supplying their email addresses to Youth Leaders. Students may use the computer up to 15 minutes if other students are waiting.

Videophone (VP) Policy:

Students need to sign-up to use the videophone. A 20-minute limit is imposed if there are other students waiting to use the VP. Cut-off time to use the VP is 15 minutes prior to bedtime.

Dorm Programs/Activities/Sports:

- Understanding the Elections and the Voting Process
- Give Me Five (Positive Behavioral Intervention & Supports)
- Personal Care/Hygiene
- Girls on the Run (GOTR) Program (a self-esteem and self-image booster program)
- Deaf Awareness Month
- Halloween Party/Trunk or Treat
- Exploring Abstract Art
- STEM (Science Technology Engineering Mathematics) Activities
- Snowman Craft (gifts for teachers and admin)
- Creating Christmas Cards for Soldiers and the Children at Children's Hospital

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- Service Project- It is better to give than to receive
- Poverty in America/Community Services
- Game Nights
- Big Brothers Program with HS boys
- Elementary Cross-Country Team
- Intramural Basketball
- Movie nights with Snack Caddy



Middle School Schedule

Time:	Activity:
3:15 pm	School Ends - TA
3:30 pm - 4:45 pm	Study Hour/Library /or Dorms with Youth Leaders
4:45 pm – 5:15 pm	Dinner*
5:15 pm – 6:00 pm	Transition Activities*
6:00 pm – 7:00 pm	Spartans Center*
7:00 pm – 9:45 pm	Snack/Shower/Leisure Time
9:15 pm – 9:45 pm	Lights Out

(SUBJECT to Change 8/27/2020)

*Special scheduled field trips, events, or activities (see Recreation Schedule online) may at times cause a change in the daily routine schedule.

Cellphone Policy:

Cellphones will be used until study hour concludes. Students can pick up their phone and gadgets after school (3:15pm-8:30pm). All cellphones including laptops, tablets and IPADs will be kept and locked in the Youth Leader's office before their bedtime schedule.

Computer Policy:

Middle school students may use the computer up to 20 minutes if other students are waiting. Maximum length of computer usage is 1 hour per day.

Videophone (VP) Policy:

Students need to sign-up to use the videophone. A 20-minute limit is imposed if there are other students waiting to use the VP. Cut-off time to use the VP is 15 minutes prior to bedtime.

Dorm Programs/Activities:

- Fire Safety (w/a firefighter presented)
- Deaf Awareness Week
- Personal Hygiene/Care
- Dental Hygiene
- Drug and Alcohol Prevention (w/a State Highway Trooper presented)
- Kitchen Safety
- Understanding Food Labels and Portion Control using Basic Concepts of Measuring Cups
- Internet and Cellphone Safety
- How to Use a Professional Interpreter (w/ board certified interpreters presented)
- Poverty Awareness Week

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- Community Services
- Healthy Friendships and Relationships
- Movie Nights
- Game Nights
- Special Reward Nights
- Eating Out—Dining Etiquette



High School Schedule

Time:	Activity:
3:15 -3:30 pm	School Ends - TA
3:30 pm – 5:10 pm	Leisure Time/Transition Activities/Sports – See sport schedule
5:10 pm – 5:50 pm	Dinner*
6:00 pm – 8:45 pm	Spartan Center/Dorm Program/Educational Learning Time*
9:00 pm – 11:00 pm	Snack/Shower/Leisure Time
10:00 pm - 11:00 pm	Lights Out

(SUBJECT to Change 8/27/2020)

*Special scheduled field trips, events, or activities (see Recreation Schedule online) may at times cause a change in the daily routine schedule.

Cellphone Policy:

cellphones will be used after school at 3:15pm. All cellphones including Tablets, IPADs, and computers will be kept and locked in the Youth Leader's office.

Computer Policy:

High school students may use the computer up to 30 minutes if other students are waiting. If no other students waiting, students may continue to use the computer. Maximum length of computer usage is 1 hour per day.

Videophone (VP) Policy:

Students need to sign-up to use the videophone. A 20-minute limit is imposed if there are other students waiting to use the VP. Cut-off time to use the VP is 15 minutes prior to bedtime.

Dorm Programs/Activities:

- Hispanic Awareness Month Movie
 - Deaf Awareness Week Themed
 - Black History Week
 - Drug and Alcohol Prevention
 - Kitchen Safety
 - Video Relay Services (VRS) Etiquette
 - Internet and Cellphone Safety
 - How to Use a Professional Interpreter
 - Poverty Awareness Week
- Nights
Parties



- Community Services
- Healthy Friendships and Relationships
- Women History Week
- Nutrition/Wellness/Fitness

Senior Independence Life Skills

Seniors at the Ohio School for the Deaf are having a new program called Senior Independence Life Skills (SILS). The Senior Independence Life Skills allow Senior students to have more independence and prepare them for the “real world” or in transition to the Four Plus program after they graduate from High School.

Requirements:

- Knowledge of dorm/campus-wide safety procedures (lockdown, fire, strangers on campus, kitchen/cooking use and fitness center use)
- Outstanding self-advocacy skills
- Knowledge of basic self-care/first aid skills
- Able to get up on their own for school in the morning and wash their own clothing
- Complete required dorm duties/chores by bedtime
- Students schedule their own homework in the dorm at any time
- Students, 18 and older, with signed permission/waiver form, can go to the fitness center on their own (3:45-6:30 pm M-TH)
- Students can go to town 5:00-9:00 pm M-TH, students under 18 or those with guardianship, must get signed permission from parent(s)
- Students can eat dinner in the café from 5:15-5:50 pm.
- Sign-In and Out of the dorm independently

Sign-in/out Expectations:

Students are to go directly to the dorm after school to sign-in prior to going anywhere. If students forget to sign in more than twice in a week, they will be “suspended” from their Senior Independence Life Skills program for one week. They will also lose their Town Privileges. If forgotten for the third time, “suspended” for two weeks and work as a volunteer and receive an assignment by Administrator. A fourth time will result in devaluation to the High School dorm for four weeks. To be promoted back to Senior Independence Life Skill, student will need to go through a SILS interview.

Sign-in and out of dorm independently.

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* Students, 18/or older, with signed permission/waiver form, can go to the fitness on their own.

** For town, students under 18 or those with guardianship, must get signed permission form parent(s)



4PLUS Dorm Programs/Activities:

- Deaf Awareness Week
- Protecting Your Rights/ Working with Law Enforcement
- Dakota Access Pipeline (Special Guest Presenter)
- Cooking with Special Kitchen Gadgets
- Professional Interpreters Etiquette
- Living on Your Own Understanding the Ins and Outs of Renting and Buying
- Aromatherapy-- Holistic Approach
- Earth Month-Importance of Recycling
- Personal/Social Development Workshops
- Weekly Grocery Shopping
- Special Outings and Field Trips
- Developing Healthy Relationships—Domestic Violence Prevention
- Weekly Group Cooking



Office of Student Life Department Directory

Mr. Joe DeFalco, PM Youth Leader Supervisor

Email: DeFalco@osd.oh.gov

Videophone Office: 614-678-5435

FAX: 614-387-1999

Mrs. Dawn Talmage-Maxwell, AM Youth Leader Supervisor

Email: Talmage-Maxwell@osd.oh.gov

Videophone Office: 614-678-5460

Fax: 614-387-1999

Mr. Daniel Custer, Director of After School Programming and Student Resources

Email: DCuster@osd.oh.gov

Phone: 614-728-1420



Student Life Department Youth Leader Dormitory Directory

Dormitory 5

High School Boys (11th/12th)

PM Youth Leader

Chris Tinsley Tinsley@osd.oh.gov

AM Youth Leader

Vilas Frank Frank@osd.oh.gov

Staff Phone Number:

(614) 678-5412 (videophone)

Dormitory 6

High School Boys (9th /10th)

PM Youth Leader

Ron Buterbaugh Buterbaugh@osd.oh.gov

AM Youth Leader

David Pirc Pirc@osd.oh.gov

Staff Phone Number:

(614) 678-5413 (Videophone)

Dormitory 7

Elementary/Middle School Boys

PM Youth Leader

Cameron Runyon Runyon@osd.oh.gov

AM Youth Leader

Neil Schaefer Schaefer@osd.oh.gov

Staff Phone Number:

(614) 678-5411 (videophone)

B3

High School Girls (9th-12th)

PM Youth Leader

Jeannette Dreher dreher@osd.oh.gov

AM Youth Leader

Kelly Reckers Reckers@osd.oh.gov

Staff Phone Number:

(614) 678-5448 (videophone)

CONDO

4-PLUS Boys

PM Youth Leader

Steve Barabas barabas@osd.oh.gov

AM Youth Leader

Bob Kolb kolb@osd.oh.gov

Staff Phone Number:

(614) 515-4513 (videophone)

Dormitory 3

Middle School Girls

PM Youth Leader

Shawna Bodie Bodie@osd.oh.gov (

AM Youth Leader

Karen Wilson wilson@osd.oh.gov

Staff Phone Number:

614) 678-5465 (videophone)



Staff/Group Dormitory Directory (cont.)

SENIOR APT (Staff Building)

4-PLUS Girls

PM Youth Leader

Helen Drosak drosak@osd.oh.gov

AM Youth Leader

Carolyn Voelker voelker@osd.oh.gov

Staff Phone Number:

(614) 515-6152 (videophone)

Dormitory 1

Elementary Girls

PM Youth Leader

Reva McHardy McHardy@osd.oh.gov

AM Youth Leader

Pam King-Coles king.coles@osd.oh.gov

Staff Phone Number:

(614) 678-5416 (videophone)

Spartans Center

Rachael Fricke Fricke@osd.oh.gov

Marshall Harris Harris@osd.oh.gov

Staff Phone Number:

(614) 468-5574 (videophone)

Floater

AM Youth Leader

Jay McChesney McChesneyJ@osd.oh.gov (614) 678-5480 (videophone)

Floater Phone Number: