

2024.2025

**SENECA COUNTY
OPPORTUNITY CENTER**

**SCHOOL OF
OPPORTUNITY**

Parent Handbook

School of Opportunity
780 East County Road 20
Tiffin, OH 44883
419-447-7521
Fax 419-448-5294
www.senecacdd.org

SCHOOL OF OPPORTUNITY

419-447-7521

SUPERINTENDENT

Lewis Hurst Ext. 1109

DIRECTOR OF EDUCATION

Kaleb Kuhlman Ext. 1105

SCHOOL SECRETARY

Andrea Feck Ext. 1106

SCHOOL NURSE

Monica Hay Ext. 1111 Email: mhay@senecadd.org

PRIMARY

Brett Arnold Ext. 1156

INTERMEDIATE I

Audrey Dewey Ext. 1158

INTERMEDIATE II

Cierra Sanderson Ext. 1157

PRE-VOCATIONAL

Leanne Tiell Ext. 1159

VOCATIONAL I

Lea Pessell Ext. 1154

VOCATIONAL II

Brittany Metzger Ext. 1153

COMMUNITY

Nancy Wilson Ext. 1162

ACTIVITIES INSTRUCTOR

Sandy Kimmel Ext. 1102

OCCUPATIONAL/PHYSICAL THERAPY & SPEECH

Ext 1137

SENECA COUNTY OPPORTUNITY CENTER

ADMINISTRATIVE OFFICES

Phone: (419) 447-7521

Fax: (419) 448-5294

www.senecadd.org

8:00 a.m. – 4:00 p.m.

FAMILY LEARNING CENTER @ SENTINEL

Help Me Grow Early Intervention (419-447-7674)

EARLY CHILDHOOD CENTER of FOSTORIA

Help Me Grow Early Intervention (419-436-0797)

SUPERINTENDENT - Lewis Hurst Ext. 1109

DIRECTOR OF EDUCATION - Kaleb Kuhlman Ext. 1105

ADULT SERVICES - Ext. 1114 & 1116

DIRECTOR OF HUMAN RESOURCES - Jessica Garza Ext. 1124

DIRECTOR OF COMMUNITY ADVOCACY/SUPPORT

Amy Miller Ext. 1133

DIRECTOR OF SERVICE/SUPPORT ADMINISTRATION

Natasha Hiser-Purky Ext. 1108

DIRECTOR OF TRANSPORTATION - Dave Gase Ext. 1132

DIRECTOR OF BUSINESS OFFICE - Michelle Ickes Ext. 1104

RECEPTIONIST - Ext. 1101

SCHOOL OFFICE - Andrea Feck Ext. 1106

WORKSHOP OFFICE - Miranda Walton Ext. 1401

Dear Parents, Guardians and Residential Providers:

Thank you for choosing the School of Opportunity for your child's educational programming. Your choice of placement at the Opportunity Center assures your child of:

- A small school setting,
- High staff ratio,
- Individualized educational programming,
- A functional, community-based curriculum as related to the general education curriculum,
- A picture communication system supporting daily learning,
- Center and community-based job training,
- Highly skilled instructors, specialists and assistants,
- A positive and nurturing environment promoting self determination through person centered principles,
- An integrated therapeutic model,
- Social, recreational and athletic opportunities, and
- Supportive administrators and Board members.

We are committed to helping your child attain his/her optimum skill level and achieve maximum independence. We look forward to working with you and we welcome your suggestions and recommendations as we strive to attain your child's goals.

We anticipate an exciting year of learning, achievement and fun. Together we will share the adventure and wonder of personal growth and educational discovery.

Sincerely,
School of Opportunity Staff

THE MISSION OF THE SENECA COUNTY BOARD OF DD FOR 2024 AND THE FUTURE

To improve the lives of persons with disabilities

THE MISSION OF THE SCHOOL OF OPPORTUNITY

WE LEARN TO MAKE GOOD CHOICES.
(Written by the students)

Vision Statement

We want to grow up, get a job and live in our own house. We like to learn, work hard, be with friends, go outside and play, go on field trips and ride the bus.
(Written by the students)

Person Centered Principles

To be treated with DIGNITY and RESPECT
To have CHOICE in life
To be in CONTROL of life decisions
To practice FISCAL conservatism
To develop RELATIONSHIPS
To CONTRIBUTE to the community
To be RESPONSIBLE for own actions
To have DREAMS for the future

IDEA

IDEA is the *Individuals with Disabilities Education Act*. This assures that all children with disabilities have available to them a free appropriate public education that utilizes special education and related services designed to meet their unique needs and prepare them for employment and independent living. *Whose IDEA IS This? A Resource Guide for Parents* was written by experienced parents of children with disabilities to assist other parents of children with disabilities to become active participants in the education of their child. Topics explained in *Whose IDEA Is This? A Resource Guide for Parents* include:

Steps to Getting Services

Answers to Frequently Asked Questions:

- Referral
- Notices
- Surrogate Parents
- Consent
- Evaluation
- Reevaluation
- Independent Educational Evaluation
- Individualized Education Program (IEP)
- Extended School Year Services
- Student Transfer
- Transition
- Records
- How to Resolve Conflicts or Concerns
- Resolving Disagreements
- Mediation
- Complaint Procedures
- Due Process
- Discipline
- Nonpublic Schools
- Appendix
- Commonly Used Terms
- Disability Conditions Defined

Forms included in IDEA booklet: Mediation Form, Complaint Form, Due Process Complaint Notice and Request for a Due Process Hearing

The Administrative Resolution of Complaints, as outlined in the Seneca County Board of Developmental Disabilities Policy Manual is available as an issue resolution tool. Copies of all policies and procedures are available upon request.

CHILDREN SERVICES

The School of Opportunity offers children ages five through twenty-one comprehensive educational services structured to meet the academic, vocational, social, physical and emotional needs of the student. It is designed to maximize each child's level of functioning in all areas of development, to strengthen families to access community supports and to promote self-determination so that children and their families become better self advocates. The program features a general education curriculum which blends the academic content standards with functional, community-based activities for student training and Individualized Educational Program (IEP) design.

Vocational training options feature classroom, center and community-based job sites. Job development, placement and coaching are offered based on the student's ability level and vocational interest.

The Help Me Grow Early Intervention (HMG EI) Program, located in the Family Learning Center at Sentinel, Tiffin, and the Early Childhood Center of Fostoria, offers comprehensive service coordination, evaluation, referral and infant stimulation play groups for infants and toddlers from birth to age three and their families. Family support, parent education and transition services are also available to families. An Individualized Family Service Plan (IFSP) identifying specific outcomes is designed to empower families and promote each child's development and skill acquisition.

Ancillary services may include, but are not limited to, language development, occupational and physical therapies, health care and adaptive physical education. Supports are provided as identified in the student's IEP or the child's IFSP.

Home Based services consist of home instruction for those infants, children or young adults who are unable to attend scheduled sessions at the regular program sites. Services are offered in the child's natural setting and at a time convenient for the child and the family.

ADULT SERVICES

The Adult Program provides the opportunity for acquisition and maintenance of vocational, social, physical and emotional development. The adult program consists of services which offer employment experiences through Seneca Re-Ad Industries, Inc. and comprehensive habilitation programs for eligible Individuals.

Such services include training, comprehensive evaluation, work adjustment, sheltered employment, community employment, habilitation, senior activities and ancillary services. To be eligible, an individual must currently reside in Seneca County, be sixteen years of age or older and meet the criteria for developmental disabilities.

Sheltered Employment is a structured program involving activities, work-skill training and employment in a workshop setting. Community Employment offers placement options that promote vocational advancement such as competitive and supported employment, service or industrial enclaves, on-the-job training sites or other creative opportunities.

Job Development is the process of locating jobs in the community. It includes job market screening, employer contacts and job analysis. Job Coaching provides hands-on job-specific training to an individual. As the individual masters parts of the job, the coach fades by providing less assistance until no assistance is needed and the entire job is performed to satisfaction. Follow-up services are also provided to an individual once the job coach fades.

Habilitation assists an individual in acquiring and maintaining life skills that enable him/her to better meet personal and environmental needs and to increase physical, mental, social and vocational efficiency. This may include, but is not limited to education and training in daily living skills, communication skills, motor skills, functional academics, human sexuality, self-help skills, and work skills.

Senior Services is a community-based program that is designed to enhance and expand program options specifically for eligible seniors. Services are geared for individuals who have reached an age at which they are not as work oriented but find social interaction and activities with their peers a rewarding experience.

COMMUNITY ADVOCACY AND SUPPORTS

Community Advocacy and Supports' (CAS) primary focus is to empower adult individuals and/or their families so that individuals have more control in the decisions that affect their lives. The foundation of this system is self determination. The intake coordinator establishes eligibility for county board services. If ineligible, the individual is linked to other service agencies in the community. If eligible, the individual begins the person centered planning process by being linked with the Service and Support Administration Department.

Community Advocacy and Supports includes the investigation and reporting of Major Unusual Incidents (MUI). The MUI Investigative Agent reviews and monitors all incident reports generated from residential and county board service areas. When an MUI is identified, it is investigated and, when needed, proper authorities are notified; this includes the reporting of occurrences to ODDD within 24 hours of knowledge of the incident.

In addition, the Community Advocacy and Supports Department is linked with local advocacy groups, such as UNITY, Parent Council, and the Ohio Self Determination Association, Northwest Chapter, in order to further empower individuals and families served by the Opportunity Center.

thorities are notified; this includes the reporting of occurrences to DODD within 24 hours of knowledge of the incident.

In addition, the Community Advocacy and Supports Department is linked with local advocacy groups, such as UNITY, Parent Council, and the Ohio Self Determination Association, Northwest Chapter, in order to further empower individuals and families served by the Opportunity Center.

SERVICE AND SUPPORT ADMINISTRATION

The Service and Support Administration Department assists individuals in the school and adult services program in determining and pursuing goals. This is accomplished while maintaining the individual as the focus and coordinating services across multiple systems. The Service & Support Administrator (SSA) serves as the single point of accountability and is responsible to the individual for the effective implementation and coordination of his or her Individual Plan. This includes assistance with residential, employment, and habilitation options. Once the supports are in place, the SSA assists the individual in monitoring those services to ensure compliance and satisfaction.

TRANSPORTATION SERVICES

The Seneca County Board of Developmental Disabilities provides transportation as defined in the Ohio Revised Code for all students. All State Board of Education standards, rules and regulations apply to the transportation of the enrollees. These include, but are not limited to, Ohio Pupil Transportation Laws and Regulations. Buses are inspected and approved by the Ohio Highway Patrol. Arrangements for car seats, equipment or other special assistance may be made to assure a safe and comfortable daily ride for the students.

GENERAL POLICIES

Curriculum

The School of Opportunity provides programming that encompasses the needs of children through young adulthood. The objectives of the program are to assist the students in developing social and functional independence to their maximum ability and to encourage them to be self-advocates through self-determination.

The program implements the Unique Learning System Curriculum which is a comprehensive curriculum designed for special learners. Instructional targets are aligned with the state extended content standards and supported with functional, community-based activities designed to raise the student's level of performance in all areas of development. The curriculum is comprehensive and includes, but is not limited to, the following areas:

Academic skills, cognitive development.
Communication skills.
Self-help and functional daily living skills.
Physical development and mobility training.
Social and emotional development.
Vocational skills and job training.
Community awareness skills.
Leisure time and recreation.
Social interaction and health education.
Parent education.

School of Opportunity Behavior Code

Students, while enrolled at the Opportunity Center, have a responsibility to act in such a way as not to interfere with the rights of others to have the same educational opportunities. Disciplinary action is determined based primarily on the offense committed and the individual committing the offense. Other factors, such as frequency of an offense as well as the student's age, are considered. If behaviors become increasingly frequent, a Behavior Support Plan will be written by the parents, teachers, SSA, and administration and reviewed by the Human Rights Committee. A Behavior Support Team (BST) consisting of teachers, assistants and administration, with the help of recommendations of parents, will review any modifications to services. The BST will determine if any patterns or trends exist and will review Behavior Support Plans quarterly.

Possible disciplinary interventions include:

Verbal warnings
Parent notification
Removal of privileges
Restitution
Emergency removal
Loss of field trip/community privileges

Dress and Grooming

Please dress your students in an appropriate manner for school as not to distract from the learning process of other students. The following are typical standards to be followed by the students while at school:

No clothing displaying tobacco, alcohol or drug advertising.
No clothing with suggestive remarks or symbols.
Appropriate seasonal clothing is encouraged. (coats/hats/gloves in winter)

No chained wallets or heavy neck chains.
Pants are to be worn at waist.
No clothing with large holes or extremely long pants is permitted – this creates a safety risk while walking or running.

Cell Phones/Electronic Games/Items

While it is important for some students to carry these items and is acceptable under some circumstances (at teachers' request – field trips, party days etc...) as a standing rule these items should be left at home. SCOC is not responsible for lost or stolen items that a student has brought to school. They also create a distraction to the learning process of other students and teachers.

Lice and No Nit Policy

The nurse shall be responsible for monitoring the health of individuals and may recommend to the director of education suspension from programs for health reasons based on presenting symptoms as a means of controlling the spread of such diseases/conditions. The re-admittance procedures may require a physician's release following any confirmed communicable disease as listed below:

Chicken Pox	Conjunctivitis (pinkeye)	Hepatitis "A"
Impetigo Measles	Meningitis	
Mononucleosis	Mumps	Pinworm
Ringworm (scalp/body)	Rubella	Scabies
Scarlet Fever	Staphylococcus Infection	Streptococcal Infection
Tuberculosis	Whooping Cough	*Pediculosis (head/body lice)

*Suspension from regularly scheduled programs until "nit free".

Following treatment, and before resuming their usual bus schedule, the individual shall need to be transported to the SCOC by parent/guardian/ residential provider to be checked by the nurse.

Individual Education Program (IEP)

At least one IEP conference is conducted each calendar year to review and revise, if appropriate, the child's IEP. Periodic assessments are completed by the teacher, therapists and other specialists. This information is disseminated to the parents/ guardians and is filed in the student's record.

Every three years, the school district of residence convenes the IEP team to conduct a reevaluation (Evaluation Team Report or ETR) to determine if the student continues to be eligible for special education and related services or needs a change in services.

Resolving Disagreements, Mediation and Due Process

When disagreements occur about the identification, evaluation and placement of a student or the provision of a free appropriate public education for the student, policies and procedures are available to assist in resolving the issues. In addition to the policies, resolving disagreements, mediation and due process are described in *Whose IDEA Is This? A Resource Guide for Parents*.

Confidentiality

Written consent is obtained from parents, guardians or eligible persons before personally identifiable data is disclosed to anyone other than authorized officials. Exceptions to this regulation may be made when indicated by state or federal law. Copies of all educational records may be furnished to eligible parent/guardian for a minimum fee if the fee does not prevent them from receiving a copy of the records.

Records Review

Parents and guardians may review and inspect all of their child's educational records, including, but not limited to, child information, IEP's, evaluations, discipline, transcripts, progress notes, medical records, and attendance records at the district and building level. Also, parents/guardians have a right to request an interpretation of the record if they so wish.

Free and Reduced Lunches

“USDA is an equal opportunity provider and employer”

Please take a moment to look over the Free and Reduced lunch application. These forms are easy to fill out and you will find out if you qualify shortly after you return the forms to the office. Please contact the school office if you need assistance filling out the forms.

The Opportunity Center offers a hot lunch program for all enrollees during the school year. Students in the school program may be eligible for a free or reduced lunch. Applications for free or reduced lunches are sent home at the beginning of each school year and are available throughout the year upon request. Parents / guardians are responsible for providing accurate information. Meals are prepared in compliance with standards set forth by the Department of Education, Division of School Food Service and the US Department of Agriculture.

A monthly calendar will be posted on Seneca County Opportunity Center website. Lunches must be paid on a daily/weekly/monthly basis. A set rate for lunches will be established by the Seneca County Board of Developmental Disabilities and reviewed yearly. Checks can be made payable to: **Seneca County Opportunity Center**

2024-2025 Lunch Prices

Student Lunch \$1.55 per day / \$7.75 per week
Reduced lunch \$.40 per day / \$2.00 per week
Extra Milk \$.35

Overdue lunch charges could eliminate students from field trips. If you are having trouble with payment of lunches, please contact the school office to complete a Free and Reduced lunch form or to make other arrangements.

School Wellness Committee: The Seneca County Opportunity Center Wellness Policy is available for review upon request. Parents and community members are also encouraged to participate in the school’s Health and Nutrition Committee. For more information contact Bernie Stephens at 419-447-7521 ext. 1138 or bstephens@senecadd.org.

Emergency Drills

State law requires emergency drills be conducted throughout the school year. These include Fire, Tornado and Lockdown drills. Please talk to your children about the importance of these drills to ensure their safety and well being. Remind them to listen closely to directions, understand the different tones, and to always walk - never run - to designated safe zones.

School Bus Safety Procedures

Transportation Safety Rules of the Ohio Department of Developmental Disabilities and Ohio Department of Pupil Transportation.

The following is safety information that you as parents and caregivers need to be aware of for the safe transportation of your student or consumer:

1. Passengers must walk to the bus in an orderly and safe manner and be prepared to board the bus prior to the scheduled arrival time.
2. Light colored or reflective clothing should be worn when going to or from the bus stop in darkness.
3. If the bus is more than 10 minutes late, call the Transportation Office at 419-447-7521, Ext. 1132.
4. Passengers must approach, enter and leave the bus in a safe and orderly manner and proceed directly to assigned seat upon entering the bus.
5. Passengers must remain seated and keep aisles and exits clear.
6. Passengers should obey the driver and aide promptly and respectfully.
7. Profane language is prohibited.
8. Passengers must refrain from eating and drinking on the bus unless they have a doctor's order.
9. Passengers must not use tobacco on the bus or have alcohol or drugs in their possession except for prescription medication required.
10. Throwing or passing objects on, from or into the bus is prohibited.
11. Passengers may carry on the bus only objects that can be held in their laps. A clear aisle to the exit doors must be maintained at all times.
12. Dangerous objects or materials are prohibited on the bus.
13. Passengers must leave or board the bus at locations to which they have been assigned (designated place of safety) unless they have parental/ caregiver and administrative authorization to do otherwise.
14. Passengers must not put head or arms out the bus windows.
15. The school/facility and transportation must be advised of medical information for the passengers who have medical problems that may require driver/aide attention.
16. Proper respect for the rights and privileges of all those on the bus is expected.

Possible consequences for misbehavior are as follows:

- 1st incident: Written warning (parent informed)

2nd incident: Removal from bus 1-5 days (parent informed)
3rd incident: Removal from bus 1-10 days (parent informed)
4th incident: Removal from bus indefinite (parent informed)

Lost and Found

Although the school is not responsible for lost, stolen or damaged personal property, we will make every effort to help protect your property. Articles that are found should be turned in to the office where they will be held until claimed or until the end of the school year. Please mark all items with your child's name. This greatly helps in protecting your items and aids in their prompt return.

Medication

Each student must have a Medical Authorization Form completed, signed, and dated by the child's parent/guardian. If the student needs medication administered by the Opportunity Center staff, the Medical Authorization Form must also be signed by the child's physician. For the administering of medication at school, the following procedures must be followed:

All medications must have the doctor's prescription.

All medications are to be clearly marked by a pharmacy label with the name of the drug, dosage, time and duration of medication, possible side-effects, to whom they are prescribed, special instructions including storage and sterile requirements, and the date when the medication or procedure is no longer needed.

All medications are to be kept locked.

All medications are to be administered by the staff member assigned this duty.

No change in medication can be made without the prescription of the child's physician.

The **Medication Authorization Form** will include a section signed by the child's parent/guardian:

Authorizing the school personnel to administer the medication or procedure as instructed by the physician.

Agreeing to deliver the medication to school.

Agreeing to notify the school if the child changes physicians or if the medication dosage or procedure is changed or eliminated.

If medication is transported by the bus driver, a Medication Tracking Form must be completed and submitted to the driver with the medication and prescription. Forms are available upon request.

No medication should be given to a student or put in a school book bag. Medication must be given directly to the driver by the parent or provider.

Any administration of medication by staff will be documented daily as to time and dosage and signed by the staff person giving the medication. When appropriate and determined by the IEP Team, medication self-administration is permitted. This procedure will require written notification from the parent/guardian and approval of the school administrative staff.

Medical Report/Immunizations

A medical/physical evaluation and proper immunization of all students with corresponding documentation must be completed prior to enrollment. Children who are "in process" for immunizations must complete their series in a medically sound and timely manner or they may be subject to exclusion from the program. The only children who are exempt are those with a medical or religious/philosophical exemption on file.

Sickness

For the welfare and protection of the students at the Opportunity Center, parents/guardians/residential providers are requested not to send their child to the program when illness is indicated or suspected. Home care and/or a physician's care is recommended if parents/guardians/residential providers notice any of the following symptoms or other physical changes:

- Elevated temperature of 100.0 F or above.
- Change in the regularity or consistency of bowel movements.
- Any unusual occurrences that disrupt sleeping patterns.
- Nasal or chest congestion and increased nasal drainage.

Prolonged coughing or sore throat.

- Complaints of dizziness, headache, upset stomach or other pains.
- Extreme lethargy. Students should not be sent to school to nap while recovering from illness.
- Skin rashes or irritations that appear to be spreading.
- Decreased or absence of appetite.
- Constant gesturing toward a specific body part may also indicate a problem.

If the student is experiencing a medication change, parents/guardians/residential providers must be alert to any unusual reactions that may be exhibited. If the medication change makes it difficult for the student to follow the daily program at the Opportunity Center, observation at home is recommended.

If a student is unable to attend his/her scheduled program due to physical limitations, home-based services will be considered until the student receives a medical release to participate in regular programming.

Extended Illness or Hospitalization: When a student is absent due to an extended illness, infectious disease or hospitalization, a note from the attending physician shall be required stating that the enrollee has recovered and is able to participate in the program or a list of any restrictions while at school.

PARENTS MUST NOTIFY THE SCHOOL OF ANY STUDENT ABSENCE

Enrollee Absences

If a student will not be attending a scheduled program day, the parent/guardian/residential provider must telephone the **Opportunity Center receptionist at 419-447-7521 to inform them of the absence one hour prior to the scheduled pick-up time.** The bus driver will return to the student's home the following morning only if the parent/guardian/residential provider makes the request. If the student is absent for two or more days, the bus driver will not stop at the home until the parent/ guardian/residential provider notifies the receptionist or the bus driver. In order to change a child's designated pick-up or drop-off location, a written request must be submitted to the transportation coordinator.

PARENTS/GUARDIANS ARE REQUIRED BY LAW TO NOTIFY THE SCHOOL OF THEIR CHILD'S ABSENCE.

Truancy

Any student who is absent without a legitimate excuse for five or more consecutive days, seven or more school days in one month or twelve or more school days in the school year will be considered truant and the child's school district of residence will be notified. Parents/guardians are responsible for their child's regular attendance at school. School attendance is mandated by the School Attendance Law and is enforced through the juvenile court.

Program Closings

Calamity conditions are defined as extreme weather conditions that impede or threaten to impede the safe transportation of the student. Equipment malfunction, which would cause extreme discomfort or danger to enrollees and staff, is also considered a calamity. These conditions are considered sufficient reason for emergency cancellation of daily programming.

Whenever calamity conditions occur, local radio stations carry the **Seneca County Opportunity Center's** delays, closings or early dismissals. The stations selected for this purpose are:

Television

WTOL-TV 11 (CBS)
WTVG-TV 13 (ABC)
WNWO-TV 24 (NBC)

One Call Now will be used to notify parents/providers of delays or closures. Please fill out proper forms (included in packet) to be included in this system and return to school as soon as possible. Please update this form if any changes are made to existing phone numbers throughout the school year.

Accident/Unusual Incident Procedures

Accident/Incident Reports are sent home to parents/guardians/residential providers whenever a student suffers an injury or exhibits severely inappropriate behaviors at school. Since many of the students are unable to tell their family members about daily activities, accident/incident reports maintain pertinent communication. These reporting forms are also used to document unexplained injuries or bruises on a child. By law, if a child arrives at school with injuries of unknown origin, proper documentation must be completed and the authorities must be informed, if necessary. To report an emergency situation, crisis or unusual occurrence during work hours call 419-447-7521, ex. 1142 or press 0 to speak to the operator. On weekends, evenings or holidays, call 419-937-4023.

Behavior Supports

Behavior support is the process of establishing behavior patterns to reinforce acceptable conditions for socially appropriate interactions. Staff incorporates sound behavior support techniques based on positive reinforcement and natural consequences. The use of physical intervention is used only when necessary to protect the student who is acting out and/or if he/she is a danger to self or others. Any physical intervention must be reviewed by the Consumer Advocacy and Supports staff. If a behavior support program is designed for a student, parents / guardians are involved in the process.

Correspondence

Periodically during the program year, notices containing information relating to the students will be sent home. These notices may contain:

- Notices of change/addition to program schedules.

- Medical information or requests.

- Requests for consent to participate in activities.

- Other forms requiring parental consent, approval or information.

Responses: In those instances when parents/guardians or residential providers must provide information and give approval or consent, we ask that the completed form(s) be returned within two days unless otherwise indicated.

The student may be denied a benefit or restricted from participation in an activity if the form is not returned within the time limit.

Program Calendar

Prior to July 1st of each year, the Seneca County Board of Developmental Disabilities adopts a program calendar for the following year. The School of Opportunity is in session a total of 1000 hours each school year.

The Opportunity Center Programs at the Family Learning Center at Sentinel and the Early Childhood Center of Fostoria follow the Opportunity Center calendar.

Help Me Grow Early Intervention and home-based services are available throughout the summer for infants, toddlers and their families.

Program Policies and Procedures

The School of Opportunity implements all applicable Model Policies and Procedures for the Education of Children with Disabilities. These policies reflect the state and federal rules and regulations governing the education of children with disabilities. Additionally, board approved policies are outlined in the Seneca County Board of Developmental Disabilities Policy Manual and are reviewed annually. All policies and procedures are available upon request.

Public Relations

The Opportunity Center makes every effort to inform parents/guardians and the community of the activities taking place within the program. Tours, speakers, trainings, brochures, newsletters and newspaper articles are available to interested people.

Advocates Coming Together for the Seneca Opportunity Center (ACT)

Advocates Coming Together for the Seneca Opportunity Center (ACT) is an organization comprised of parents, professionals and interested citizens pledged to support and promote programs and services for Seneca County residents who are developmentally disabled. Council meetings provide an opportunity for interaction among parents, advocates and staff and feature informative presentations. Fund-raising efforts, including raffles and an annual Palm Sunday Ham/Chicken Dinner allow the Council to finance special activities and supplement Opportunity Center programs through the purchase of equipment and supplies. For more information, or to get on the Council's mailing or email list, call 419-447-7521, ex. 1133.