

# NILES NEWS

[www.nilesschools.org](http://www.nilesschools.org)

September 2018

## A MESSAGE FROM THE SUPERINTENDENT

I hope the summer was restful and enjoyable for you and your family. Our summer was full of preparation for the year ahead, and we have great things in store for our students and families.

Since school let out in June, two hundred Niles teachers, administrators, and staff participated in professional development sessions to expand their instructional knowledge and capacity. Opportunities to improve literacy skills, advanced placement (AP) training, and writing common assessments were just some of the session topics. Many staff and parents also served on hiring committees in an effort to recruit and hire our new energetic and quality administrators and teachers. We never lost focus on the needs of our students as we continued our partnership

with Chartwells, the YMCA and other organizations to help students keep up with their learning throughout the summer. Our high school students were able to catch up on credits during two academic sessions, where many took advantage of the time and individualized assistance provided. Our elementary school students enjoyed the Summer My Way day camp, pop-up libraries, and other opportunities to read new books and exchange old ones.

While school started after Labor Day, kindergarten students have already taken their first step in their educational careers by attending and participating in our new readiness screening during the first week of August. The students were evaluated for kindergarten preparedness—not only from an academic perspective, but from social and emotional

perspectives as well. Evaluating the whole learner at the beginning of student's formal education ensures we are able to individualize their initial placement and instructional program.

If you have driven by Ballard, Oak Manor, Eastside or Niles High School, you know that construction crews worked tirelessly throughout the summer. Though the majority of the work is hidden behind the walls and above the ceilings, the exterior of the buildings and the new and refreshed learning environments look spectacular. We could not have done it without the support of the community!

This upcoming school year is set to be another great one for our remarkable and talented students. Awards, recognitions, and scholarships continuously poured in last year and I believe those

who come out and support our teams, clubs, and organizations this year will be just as amazed. I look forward to another great year of accomplishments—in the classroom and on the fields, courts, stages, and any other venue where Niles Vikings perform. Please come out and support our students - Go Vikes!

Thank you for your partnership in education.

Sincerely,

Dr. Daniel Applegate  
Superintendent

**Niles Community Schools**  
111 Spruce Street  
Niles, MI 49120

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## NORTHSIDE CHILD DEVELOPMENT CENTER

We are thrilled to start the 2018-2019 school year at Northside.

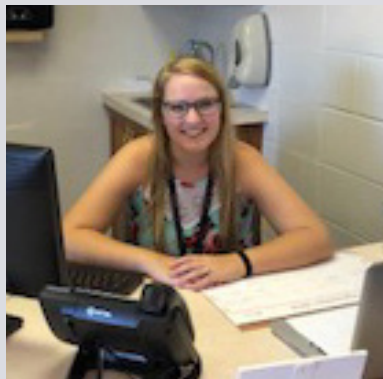
Northside has some fantastic new staff members this year and we hope you will have an opportunity to meet our new teachers.



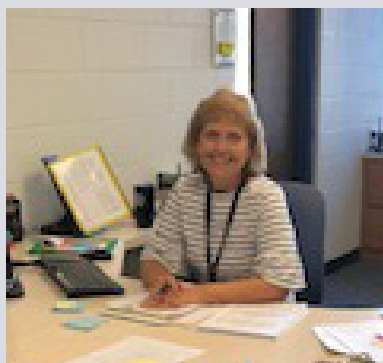
Greetings! My name is Mandy Mariner. This is my first year teaching in Niles, although I have been teaching for seven years. I taught kindergarten in a fine arts academy for a portion of that time. For the past two years, I taught upper elementary Montessori (ages 9-12). All of my teaching experience has been in South Bend, where I still reside. I am very excited to be here and I am already learning new ways to teach these tiny humans every day.



My name is Jennifer Morrow and I graduated from Ball State University with a degree in elementary education. For the past eight years I have taught preschool. This is my first year teaching Kindergarten Connections at Northside. I have two boys that attend Ballard Elementary and a daughter that attends Niles High School. My husband and I have lived in Niles for the past ten years. I am so excited to be a part of Niles Community Schools!



My name is Megan Klann and I started at Niles Community Schools last April working as a team leader for the WAY Program. While I loved working there, I am very excited for this new chapter at Northside! I went to Edwardsburg Schools and graduated in 2013. I then attended Bethel College and graduated with my music education degree in 2016. I love to sing and perform any chance I get! I also just got married this past March, so my husband and I have been enjoying our time as newlyweds! I am very excited to be working with all of you and am looking forward to an excellent school year!



My name is Kelly Feifar and for the past 16 years I have worked at Ballard Elementary as a lunch supervisor, a paraprofessional working with reading groups, and as a secretary (approximately eight of those years). I am married and have four grown children, three of which attended Northside. My family and I have wonderful memories of the time spent here. I look forward to a great year working with the staff and students.

## HOME SWEET HOME FOR EASTSIDE CONNECTIONS SCHOOL



At last, Eastside Connections students and families are back home in their newly renovated 1939 building. The beautiful brick and stone design has been accented with modern windows, new HVAC and electrical systems, improved learning environments, updated technology and enhanced safety and security for all students.

As students and staff began to fill the hallways on the first day of school, it was apparent that our family was happy to be home. The youthful energy of our bright-eyed students, coupled with the positive comments from their parents and teachers, made it clear that the future of Eastside Connections is alive and well. "That atmosphere [of] being back in our own building—I think it's going to make a big difference," said Alisha Reed, an instructional aide who has worked at Eastside for six years.

Looking forward to the school year, the students at ECS are excited for STEM Academy 4.0, which allows youth to

participate in interactive science, technology, engineering and math programs. This year, the STEM Academy will include even more activities and amazing partnerships with the University of Notre Dame, Kalamazoo Air Zoo and the United States Coast Guard.

Eastside students are also looking forward to a schoolwide gratitude campaign, which will include a "Gratitude Wall", where on a daily basis, students will add notes of "gratitude and kindness" to inspire each other to be thankful and kind. Another schoolwide activity calls on students to write "You Matter" letters to someone in their lives who matters to them and deliver them in person. Students can also look forward to exploring the ground of Fernwood Botanical Garden & Nature Preserve for field trips and participating in a variety of afterschool activities, like YMCA swim classes, drama clubs and 3D printing programs.

## BALLARD WELCOMES NEW LEADERSHIP

Ballard Elementary will be under new leadership this year as the school welcomes Mr. Jeron Blood as principal and Mrs. Stacey Recker as assistant principal. Both join Ballard with years of education experience.

Jeron comes to Ballard from Edison Middle School in Champaign, Illinois. There, he worked as the assistant principal and then associate principal for the past four years. Before that, Jeron was a special education teacher. Jeron is relocating to Southwest Michigan with his wife, daughter, and dog.

"I have learned the importance of community and its value in achieving results for our kids. I look forward to continuing to build the community engagement in Ballard and fostering the pride Niles has in our school."

Jeron received a bachelor's degree in special education and a master's degree in educational administration and leadership from the University of Illinois at Urbana-Champaign.

Stacey is joining Ballard after years of experience as a teacher at Merritt Elementary. At Merritt,

Stacey taught first grade for six years and kindergarten for two years. She earned her bachelor's and master's degrees in educational technology from Central Michigan University. Stacey lives in South Bend with her husband and three children.

Please join Ballard in welcoming these two educators to our staff. To volunteer at Ballard this school year, please stop into the office to fill out a new volunteer packet.

*Left: Jeron Blood*

*Below: Stacey Recker*



## NILES EXTENDED SCHOOL COMMUNITY

Niles Extended School Community (NESC) is rolling out its eighth year of course offerings. NESC is a choice Niles Community Schools offers to district students as a resource for elective courses. These classes are offered virtually and have the ability to incorporate in-person instruction with a community expert.

### ***How do the courses work?***

The student selects a virtual course from our current list of Board approved options. If the student wants to take advantage of the optional community expert portion, they register for that component as well.

For example, "The Keyboard" is one of our current options. This virtual course includes 18 modules in a virtual learning management system called Canvas. Students must complete a minimum of eighty percent of the online assignments. The student then has the opportunity to set up a weekly lesson with a community piano instructor. All instructors are vetted and fingerprint checked. Sessions are arranged to accommodate the student's personal schedule. Students must attend at least

eighty percent of the sessions arranged. Transportation to lessons must be provided by the student's parent or guardian. If the student is 10 years old or younger, the parents must remain onsite during course time with the community expert. The virtual portion of the course is structured to accommodate the student's existing

### ***What kind of credit will I earn?***

These electives receive a credit/no credit grade. The goal of these courses is for the student to master new skills. Each student begins at a different level of expertise. These courses are designed to advance a student beyond the skill level at which they begin the course. A final project is required to demonstrate that mastery.

### ***Who can choose these courses?***

Any student enrolled at Niles Community Schools may select these courses for one or more of their electives.

### ***Where do I find a list of courses?***

A course list is posted on [nileshsp.com](http://nileshsp.com). Click on the "Courses" tab to view current course options.

### ***How do I enroll in one of these courses?***

If you are a full-time student, contact your school principal for details.

If you are a part-time or shared-time student (in homeschool or private school) contact the NESC director, Gail Bliss, at [gail.bliss@nilesschools.org](mailto:gail.bliss@nilesschools.org).

## ENROLLMENT IS OPEN AT NILES ADULT EDUCATION

Niles Adult Education offers programs for high school diploma completion and GED preparation as key stepping-stones to the careers in today's economy. Niles Adult Education is collaborating with Michigan Works!, community colleges and businesses to help participants achieve meaningful, family-sustaining careers.

Niles Adult Education provides highly qualified and caring teachers and advisors, direct instruction and online classes, flexible afternoon and evening hours, and credit for parenting, work and military experience. Qualified adult students earn free GED testing vouchers (a \$150 value) and transportation assistance. Students work at their own pace. Many find that they are much closer to completion than they realized.

Enrollment is open. For more information, contact:

Niles Adult Education  
111 Spruce Street  
Niles, MI 49120  
(269) 684-4480



# A BRIGHT NEW FUTURE FOR CEDAR LANE

It's an exciting time at Niles Cedar Lane as we kick off the 2018-19 school year in our new facility at One Tyler St., the former Oak Manor School building. Bright, well-lit, air conditioned, modern classrooms, shining floors, new furniture, whiteboards, technology, and a gymnasium will all contribute to a productive and successful learning environment. Having all of our teachers and classrooms under one roof further supports our team-oriented instructional approach.

All of the Niles Cedar Lane family, students and staff want to express our warmest gratitude to the Niles community for supporting our district improvement initiative, to our Board of Education and administration for continued

support for alternative pathways to graduation, and to our Maintenance and Technology Departments for long hours of work to get us up and running in time to open this fall.

With our new location also come new opportunities. Now much closer to Niles High School and Southwestern Michigan College, our students are closer to opportunities for Career Technical Education programs and dual enrollment college courses. Located in the center of the Oak Manor neighborhood, we look forward to becoming helpful, positive neighbors to the families around us through community service projects. Our gymnasium offers opportunities for indoor archery, basketball, and other fun, culture building activities and events. Lowe's is donating materials and labor to install blinds and landscaping for our

school. They are also providing locks for lockers, picnic tables, yard tools and t-shirts for Niles Cedar Lane Service Corps community service projects.

In our opening week, students engaged in a schoolwide effort to build positive behavior expectations for our new building. We celebrated students who completed online courses over the summer and began setting new goals.

This new foundation has opened a new chapter in the life of Niles Cedar Lane. It has re-energized our mission to help all students attain credits, graduate and become contributing members of our community. We look forward to the public dedication of the new Niles Cedar Lane on October 10<sup>th</sup>.



Above: Alex Smith and Tyler McGowen with teacher Angelecque Thornton.

## FALL 2018 CONCERTS AND EVENTS

DATE	EVENT	Location	Performance Start Time	Charge for Admission
Thursday, October 18	High School Fall Choir Concert	High School Auditorium	7:00 pm	Free
Friday & Saturday, November 9 & 10	High School Fall Play	High School Auditorium	Friday - 7:00pm Saturday - 2:30 pm	
Tuesday, December 4	Eastside Connections School Band/Choir Concert	High School Auditorium	7:00 pm	Free
Thursday, December 6	Eastside Connections School - Elementary Christmas Show	High School Auditorium	7:00 pm	Free
December 11	Ring Lardner Middle School Winter Band Concert	High School Auditorium	7:00 pm	Free
December 13	High School Winter Band Concert	High School Auditorium	7:00 pm	Free
December 18	Ring Lardner Middle School Winter Choir Concert	High School Auditorium	7:00 pm	Free
December 20	High School Winter Choir Concert	High School Auditorium	7:00 pm	Free

All concerts will take place at Niles High School Auditorium, 1441 Eagle Street.

If you would like further information on auditorium events, please call the high school office between 9 a.m. and 3 p.m. at (269) 683-2894.

## SOUTHSIDE SCHOOL



Mrs. Hopkins welcomed students back to Southside on Tuesday morning with a short assembly in the gym. Staff were introduced and, after a few announcements, students went to their classrooms. Everyone is looking forward to a new and exciting school year!



## DEVELOPING A FOUNDATION FOR A SUCCESSFUL YEAR

Ring Lardner Middle School is gearing up for another year of great success! Each fall, we begin a new endeavor to best meet the educational needs of our students so that they are prepared for an ever-changing world. Over the years, there have been many changes in the way we educate students. Instructional methods and the way students demonstrate content mastery are very different today compared to years ago. Still, one element remains unchanged, year in and year out, at Ring Lardner Middle School: the practice of culture-building and promoting positive relationships. The reason for this is simple—it works! We dedicate time during the first few weeks of school to purposefully build culture and promote positive relationships, and this has proven very effective in helping us meet the unique social, emotional, and academic needs of our students.

Middle school can seem like a large and intimidating place for students transitioning from our elementary buildings. Beginning of the year team-building activities go a long way towards helping students feel they belong. Our staff's commitment to fostering

positive relationships among teams helps this process work. Please know that all of us take our responsibilities very seriously. We know developing trusting relationships is to helping students navigate the difficult waters that middle school can sometimes involve.

In addition to culture and relationship building, Ring Lardner is in the process of implementing a PBIS (Positive Behavioral Interventions and Support) system. PBIS is a proactive, multi-tiered problem-solving model designed to prevent inappropriate behavior through teaching and reinforcing appropriate behaviors. The PBIS model is designed to offer a range of preventive strategies and interventions that are implemented with students based on their needs. It also addresses the role of the environment in the development and improvement of behavior problems. Our PBIS model has been developed around Niles Community Schools' 3Rs: Be Respectful, Be Responsible, and Be Resilient. Please ask your students what they have done to exhibit these traits each day.

Lastly, in order to meet each students' unique academic

needs, Ring Lardner will be implementing a 40 minute intervention block daily. During this block, students will receive academic support and/or enrichment in either language arts or mathematics. Through Delta Math assessments and Benchmark assessments in literacy, students will be grouped to focus on individual needs. In doing so, we hope to fill any learning gaps students may have and put them in the best position possible when they begin high school.

We are very excited about the traditions and new initiatives that are taking place at Ring Lardner this school year. Our goal is to make this the best year—socially, emotionally, and academically—for all of our students. Please do not hesitate to contact us if you have any questions.

## THE W.A.Y. PROGRAM

Welcome to the 2018-19 school year! We are a year-round school and have been in session all summer, but we are really excited about a fresh new start and the new opportunities that our program has to offer! We are presently enrolling for the new school year and already have a list of students we look forward to meeting the first week of school.

Last year, we had 16 students graduate our program and we celebrated our 70<sup>th</sup> since we opened our doors in 2011. WAY Niles offers many opportunities to engage all students in learning. We are an online program with a lab that students can access to consult with a teacher. The lab is also a great social hub for our students!

We would love to meet with you to show you the program and all it has to offer. Please call our office at (269) 684-1532 to set up an appointment. Space is limited, so don't wait to enroll.

## NILES HIGH SCHOOL AND NILES NEW TECH

We are very excited to announce our new teachers and facilitators for the 2018-2019 school year.



### **Melissa Barnette**

Mrs. Barnette is a Michigan native and is returning to her home state from Mississippi, where she taught for “9 glorious years”. Mrs. Barnette completed her undergraduate studies at Albion College and attended graduate school at Belhaven University. She will be joining our English department.

*What do you most enjoy about teaching?*

I enjoy the challenge of teaching. I was blessed enough to have wonderful teachers who helped me discover who I was and wanted to be, and I love paying homage to them by doing the same for my students. I’m always surprised at the talent and creativity of the young people I teach, and sharing my passion for writing and literature with them is a joy.

*What are some of your hobbies?*

My current obsession is reading Agatha Christie murder mysteries! I love to cook, spend time on Lake Michigan, and visit with family. I also enjoy art and exploring new places.

*Why Niles?*

I felt an immediate connection to Niles High. It was like meeting someone for the first time that you feel you’ve known all your life. I’m excited to join and learn from an experienced staff and better myself as an educator. I also love the city of Niles—plenty of variety without sacrificing that small town vibe. I’m thankful for the opportunity to be a part of the Niles community.



### **Tyler Dendy**

Mr. Dendy comes to us from Mishawaka, Indiana, where he taught business and special education. He will be joining our special education department. A graduate of IUSB, Mr. Dendy is also taking over our boys’ basketball program and is serving as our varsity men’s coach. He has a master’s degree from Grace College.

*What do you enjoy most about teaching?*

The most enjoyable part of teaching for me is building relationships with students. I enjoy helping struggling students find success in the classroom and in life.

*What are some of your hobbies?*

My hobbies include spending time with family and friends, fishing, coaching, and watching basketball and Notre Dame football.

*Why Niles?*

Niles is a great community with a strong group of administrators and teachers. I am looking forward to being a part of the Niles Community!



### **Joe Morsaw**

Mr. Morsaw, a Hartford, Michigan native, is joining us in our math and science departments.

Mr. Morsaw earned his bachelor’s and master’s degrees at Western Michigan University. He has also joined our varsity football coaching staff this year.

*What do you most enjoy about teaching?*

The things I enjoy most about teaching are building relationships with students and watching them walk at graduation.

*What are some of your hobbies?*

Hobbies are renovations on my house, weightlifting, spending time with my wife and four kids, coaching, and board games.

*Why Niles?*

Niles has a community willing to support the schools. Continued growth in education is important for all schools and Niles Community schools is showing growth and innovation.



### **Susan Sobehrad**

Mrs. Sobehrad comes to us with a wealth of experience in project based learning as a former New Tech facilitator. She will be teaching chemistry and earth science at New Tech. Susan received her undergraduate degree from Iowa State University and her graduate degree from the University of Texas. Susan is also a nationally certified trainer and instructional coach.

*What do you enjoy most about teaching?*

I believe that project-based learning authentically involves students in the learning process, preparing students for life after high school by teaching them to use the collaborative and

problem-solving skills they need for success.

*What are some of your hobbies?*

I enjoy cooking, reading, and hiking.

*Why Niles?*

I was ecstatic to find a New Tech school home in Michigan! I already love my NNT people and look forward to getting to know everyone.



### **Sean Stark**

A Niles High School graduate, Mr. Stark returns to the high school as a math teacher. Mr. Stark first entered the business world, but the call of teaching brought him to pursue a degree in education. Mr. Stark is a graduate of IUSB and is starting his second year of teaching.

*What do you enjoy most about teaching?*

I like getting students to think about different types of problems that arise in life. The ultimate goal is to get my students to use mathematics to creatively solve these problems. Helping minds become more mathematically literate and creative is the greatest reward of my job.

*What are some of your hobbies?*

I like playing guitar, singing, fishing, hiking, bird watching, and studying mathematics.

*Why Niles?*

I have lived in Niles my whole life. I was a student of Niles Community Schools from K-12. I want to leave a positive contribution to my town and the school system.

*(Continued on next page)*



**Edward O'Bradovich**

Mr. O'Bradovich is a Michigan State and National Louis University graduate and has degrees in English and special education. Mr. O'Bradovich comes to us from the Chicago area and will be joining our special education department.

*What do you enjoy most about teaching?*

What I enjoy most about teaching is helping young people see and strive to reach their potential. I like working directly with people, as opposed to a computer or a phone bank.

*What are some of your hobbies?*

I enjoy motorsports, for example: dirt bikes, 4-wheelers, street motorcycles, watercraft, and snowmobiles.

I enjoy snowboarding, skiing, gardening, cooking and exercise.

*Why Niles?*

Niles has the kind of support network that I was looking for in a school. Also, this school has allowed me to work in a team teaching environment, with me being the special education inclusion teacher.



**Amanda Vargas**

Mrs. Vargas is joining the NHS staff as a Spanish and English facilitator in New Tech. She brings real-world experience, as she traveled with missionaries, and was a teacher in Mexico. A graduate of Western Michigan University, Mrs. Vargas has teaching certificates in Spanish and English.

*What do you enjoy most about teaching?*

My favorite thing about teaching is seeing "the lightbulb turn on" when a student understands something new.

*What are some of your hobbies?*

I love to go out Latin dancing, go to the beach, play volleyball, travel, and hang out with my family.

*Why Niles?*

I am really looking forward to being part of the Niles community because I grew up in Southwest Michigan and it's nice to be "home." I am so very much looking forward to working with a wonderful group of teachers in order to help me grow as an educator and be the best teacher I can be for my students.



**Cheryl Rogers**

Mrs. Rogers is a longtime

educator who is returning to her roots as our new agricultural science teacher. She developed a passion for agriculture growing up on her family farm. She is also a very experienced FFA adviser and will continue that role. Mrs. Rogers is also an NHS graduate, as are her two married children. She is a graduate of Western Michigan University.

*What do you enjoy most about teaching?*

The best thing about teaching is working with young kids and knowing you made a difference.

*What are some of your hobbies?*

Agriculture, FFA, 4-H, raising Percheron draft horses and traveling with my husband.

*Why Niles?*

I am a Niles native and my children also graduated from Niles High School.

**HOWARD-ELLIS ELEMENTARY**

This fall, Howard-Ellis is excited to welcome several new staff members.

*In the bottom row, left to right:*

Lindsey Force, kindergarten teacher, is a Michigan native and alumnae of Western Michigan University. First grade teacher Carol Allen is a Niles High School and Western Michigan University graduate. She has taught for ten years in the Grand Rapids area. Libby Matthews joins the staff as our behavior specialist. Libby completed her undergraduate work at St. Mary's College and her graduate studies at Western Michigan University. She has a cat named Luna. Kindergarten teacher Keliey Andrews returns to Howard-Ellis after serving last school year as our leveled literacy interventionist. She is a graduate of Bethel College.

*Pictured in the top row:*

Melissa Rough served as Howard-Ellis' behavior specialist for four years and is now the assistant principal. Prior to coming to Niles, Melissa supervised behavior specialists in the Penn-Harris-Madison district in Indiana. Chelsea Childs, third grade teacher, is a Michigan native returning after teaching in Las

Vegas for 11 years. She is also a Western Michigan University graduate. Fifth grade teacher Emily Adam is a Niles High School and Western Michigan University graduate. She has taught in South Bend for ten years. The Howard-Ellis team looks forward to learning and growing along with our new team members!



***Niles Community Schools***

***Cordially Invites the***

***Niles Community to***

***Attend the Rededication***

***Ceremonies of the NCS***

***Newly Remodeled***

***School Buildings:***

**Eastside Connections School**

315 N. 14th Street

Niles, MI

Thursday, September 27

1:30 p.m.

**Ballard Elementary School**

1601 Chicago Road

Niles, MI

Friday, September 28

1:30 p.m.

**Niles High School**

1441 Eagle Street

Niles, MI

Friday, October 5

1:30 p.m.

**Niles Cedar Lane**

One Tyler Street

Niles, MI

(location formerly Oak Manor)

Wednesday, October 10

1:30 p.m.



## FERPA ANNUAL NOTIFICATION OF RIGHTS AND DESIGNATION OF DIRECTORY INFORMATION

### Notice of Rights

**A.** The Family Educational Rights and Privacy Act (“FERPA”) affords parents, students over 18 years of age (“eligible students”), and parents of dependent students certain rights with respect to education records. Those rights include the following:

1. **Right to Inspect:** A parent or eligible student has the right to inspect and review the student’s education records maintained by the district within 45 days of the district’s receipt of a written request for access.

A parent or eligible student should submit to the school principal a written request that clearly identifies the record(s) he/she wishes to inspect. The principal will make arrangements for access and notify the parent or eligible student, in writing, of the time and place where the student’s records may be inspected.

2. **Right to Request Amendment:** A parent or eligible student has the right to request the amendment of the student’s education record(s) that are believed to be inaccurate or misleading.

A parent or eligible student may submit a written request for amendment to the school principal. This request should clearly identify the part of the record that the parent or eligible student wants changed and specify why it is inaccurate or misleading.

If the record is not amended as requested, the district shall notify the parent or eligible student of the decision in writing and shall advise him/her of his/her right to a hearing on the request for amendment. Additional information on the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. **Right to Consent to Disclosure:** A parent or eligible student has the right to consent to disclosures of personally identifiable information contained in the student’s education record, except to the extent the FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district in an administrative, supervisory, academic or research, or support staff position, including law enforcement unit personnel and health staff, a person or company with whom the district has contracted to perform a special task, such as an attorney, auditor, medical consultant or therapist; a person serving on the school board; or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if he/she needs to review an education record to fulfill his/her professional responsibilities.

Upon request, the district discloses education records without consent to officials of other schools in which students seek or intend to enroll. Disclosure without consent may be made in case of emergency as determined by the district or to report crimes occurring at school or involving the school or its personnel.

4. **Right to Complain:** A parent or eligible student has the right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with FERPA requirements. Complaints should be directed to:

Family Policy  
Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, DC 20202-4605

### B. Directory Information

Each year the Superintendent shall provide public notice to students and their parents of the District’s intent to make available upon request, certain information known as “directory information.” The Board designates as student directory information:

A student’s name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height (if member of an athletic team), weight (if member of an athletic team which requires disclosure to participate), dates

of attendance, date of graduation, honors, and awards received, honor rolls, school photographs or videos of students participating in school activities, events, or programs, grade level, the most recent previous school attended, degrees, and email address.

The Board designates school-assigned email accounts as “directory information” for the limited purpose of facilitating students’ registration for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes and for inclusion in internal email address books. School-assigned email accounts shall not be released as directory information beyond this/ these limited purpose(s) and to any person or entity but the specific online educational service provider and internal users of the District’s Education Technology.

The primary purpose of directory information is to allow the Niles Community School District to include this type of information from your child’s education records in certain school publications. Directory uses may include: A playbill showing your student’s role in a drama production, annual yearbook, honor roll or other recognition lists, graduation programs, sports activity sheets, approved vendors, military recruiters, media publications, request for records, official transcripts, and career inventories or surveys.

Unless a parent or eligible student advises the district in within 20 school days after receipt of the District’s public notice that he/she does not want some or all of this designated directory information released, school officials may release this information without prior consent. Written objections to the release of directory information should be submitted to the building principal of your school.

Niles Community School District displays student artwork and other assignments on bulletin boards in the classroom, in the hallways of the school and at the Administration Building. Niles Community Schools may also display student work in areas frequented by the general public, such as shopping areas. Student work may also be reproduced in school

publications or posted to school media/web sites. If a parent or eligible student does not wish to have the student’s work displayed, the district must be notified in within 20 school days after receipt of the District’s public notice.

### C. Military Recruiting Representatives

The Board shall provide United States Armed Forces Recruiters with at least the same access to the high school campus and to student directory information (names, addresses, and telephone listings of secondary students) as is provided to other entities offering educational or employment opportunities to those students. “Armed forces of the United States” means the armed forces of the United States and their reserve components and the United States Coast Guard.

If a student or the parent or legal guardian of a student submits a signed, written request to the Board that indicates that the student or the parent or legal guardian does not want the student’s directory information to be accessible to official recruiting representatives, then the officials of the school shall not allow that access to the student’s directory information. Written objections to the release of the directory information should be submitted to the building principal of your school.

### NILES COMMUNITY SCHOOLS NOTICE OF NON-DISCRIMINATION

Niles Community Schools does not discriminate on the basis of race, color, religion, national origin or ancestry, age, gender, marital status, or handicap in the admission to, access to, participation in, benefits of, or employment in its programs or activities as provided by district policy and in compliance with federal and state law.

For more information, please contact:

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Niles Community Schools  
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Niles, MI 49120  
(269) 683-0732.