



Indianola Informal K8 2025-2026 Student & Family Handbook

Scan the QR code to access the online version with live links.

Vision: All students will lead a portfolio conference to demonstrate grade level standards mastery, as well as their connection to school, community, and world.

Mission: We cultivate a diverse community of reflective, lifelong learners who navigate the connections between cultures, ideas, the arts, the environment, and varied perspectives guided by equity and a progressive education model.

Core Values: We are committed to our tenets of progressive education, the students, the community, the arts, and each other.

[Welcome to the 2025-2026 School Year!](#)

We would like to welcome you to the 2025-2026 school year and I hope you were able to spend quality time as a family this summer. This handbook outlines the information you need to know as you complete your preparations for the year and clarify processes and procedures.

The Back to School Events flier mailed home to you indicates your child's teacher and room number for this year. Careful consideration is made by the teachers when class lists are created. Students' individual learning needs, personalities, gender, race, and classroom communities are taken into consideration to meet an informal programming goal of diverse learning communities. We are not able to consider individual teacher requests at this time.

The **school supply list** was mailed home in the spring and can be found on our website.

<https://www.ccsoph.us/IndianolaInformalK8>

This school handbook is designed to help you navigate some of the most common district and school information. Please reach out if you have any questions that are not covered here or that you can't find information about on the district website at www.ccsoph.us or in the [CCS Student Handbook](#).

Beginning a new school year means big changes for your child. These changes can be stressful. Having a positive attitude is the key to help ensure success. Talk with your child about new friends, new teachers, new rules, new routines, and new feelings. Please communicate with your child's teacher(s) if you have any questions or concerns. Our school counselors are also available to support you with any socio-emotional concerns.

We look forward to the upcoming school year, and working together to make a positive difference in your child's life.

Brandy Koeth, Principal

Amara Toure', Assistant Principal

Kami Novak, Leadership Intern

[Please welcome our newest staff members for the 2024-2025 school year:](#)

Andrea Vagnone, Title One funded Instructional Assistant
Stephanie Sander, 2nd/3rd grade teacher
Laura Maxwell, ES Intervention Specialist
Alex Doherty, 3rd grade teacher
Stephanie Wenzler, 4th grade teacher
Rachael Anson, school psychologist
Colleen Boop, MS Intervention Specialist

[Students Rights and Responsibilities](#)

Please see the 2025-2026 [CCS Student Handbook](#). Signature pages should be completed as part of the Infinite Campus Parent Portal Annual Update (see below). It is expected that parents/guardians will review and discuss all information contained in the guide with their child. It is also expected that every student abides by the policies and regulations set forth by the Columbus Board of Education and the expectations of Indianola Informal K-8.

The CCS Student Handbook is a comprehensive district handbook and should be read thoroughly. Nothing in this handbook is intended to supersede what is found within that guide.

[Infinite Campus Parent Portal Annual Update](#)

It is extremely important that Indianola has accurate and up-to-date contact information. This makes it possible for school personnel to provide proper emergency response. As a parent/guardian you are asked to update your information at the beginning of each school year via the Infinite Campus Parent Portal Annual Update. Even if your information has not changed, the update includes acknowledgements such as Emergency Contact Information, Consent for Release of Student Information, Internet Acceptable Use, FERPA Rights, and the Compact Form, all of which need to be completed annually. It is easier to complete with a computer or tablet than it is with a phone. Information about the Annual Update and how to complete it, as well as who to contact for help can be found at [Infinite Campus \(Student and Parent Portal\)](#) . If you have changes during the school year, you should also make those changes in the Parent Portal.

[Emergency Contact Information](#)

In case of a medical emergency or illness, school personnel will attempt to notify you immediately. Parents must make arrangements for the proper care and transportation of their child if they have an accident, become too ill to remain in school, or in the event schools are closed during the school day. These arrangements include identifying trusted friends or relatives who would be available to pick-up and care for your child in the event we are unable to reach you. This information should be updated, **including taking out outdated information**, as part of the Parent Portal Annual Update. Only listed parents/guardians and emergency contacts are authorized to pick up your child.

[School Communication and Family Engagement](#)

Frequent two-way communication is essential to building a strong relationship between the school and families. You will receive updates from the administration weekly, usually on Fridays and more often as necessary, via a phone dialer, text message, and email. This is another reason the Infinite Campus Parent Portal Annual Update is essential to ensure we have your current contact information. We will also share with you, via text, the newsletter our Family Ambassador completes.

We know the importance of working collaboratively with families to ensure the success of every child. To this end we provide volunteer opportunities, family engagement workshops, as well as concerts and sharings of student work, to build our school community. We encourage all families to get involved in any way they feel comfortable. Go here to read our official Parent Involvement Policy: [☰ Parent Involvement Policy](#) .

Our **Family Ambassador**, Tricia Porostosky, works to support families as they navigate their child's education. Don't be surprised if you get a check and connect call from her this year! She also creates two-way communication opportunities, plans family workshops, and creates our school newsletter that is full of school and community information. She can be reached at tporostosky@columbus.k12.oh.us.

The Friends of Indianola Informal PTO is an additional way to engage as a member of our school community. You can find information about the PTO at www.indianolakids.org , and at the Friends of Indianola PTO Facebook page. Our PTO works to provide enrichment opportunities for all students. Meetings are held monthly the first Wednesday of the month at 6:30 pm and are in a hybrid format that includes in person as well as the opportunity to join via Zoom. We would love to see you there!

The Panorama Family Survey is given two times a year. This gives us valuable information about how we are doing to support families. We review this information closely and take action in identified areas for improvement. We believe equity and representation are essential and strive to get all voices represented via this survey tool and look at how well our respondents align with our school population. When it's time for the survey, please consider taking the time to complete it.

Attendance

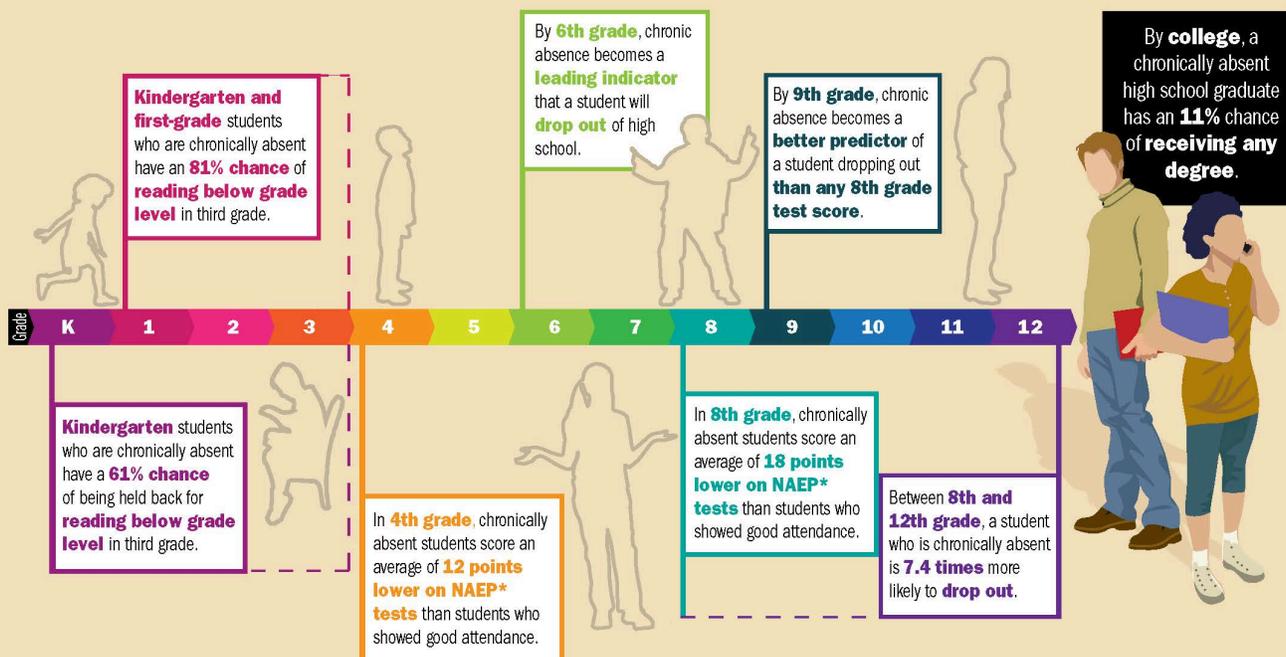
Students miss a vital portion of their education when they are absent or tardy to school. While it is possible to make up written work, class instruction, presentations, discussions, and student-teacher interaction can never be recovered. Whenever possible schedule appointments and out of town trips outside of the school day and calendar. **The 2025-2026 school year calendar can be found at [School Information / Calendars](#)** . Here you can identify ideal dates for appointments and trips when school is not in session.

STUDENT ATTENDANCE MATTERS

There are an estimated 5-7.5 million students in the United States who are chronically absent from school.

Chronic absenteeism hurts students in a variety of ways as they progress through their school career, starting with kindergarten.

DEFINITIONS:
Chronic Absence - Missing 2 days each month, totaling 18 days, equals 10% of the school year
Good Attendance - Missing 9 days or less in a school year (5%)



Please notify the office ASAP if your child is going to be absent or tardy to school. A note, email (attendance.indianola@columbus.k12.oh.us), or telephone call from a parent/guardian is required if the student is absent from school. The notification should contain the reason for the absence, the date, and a parent/guardian's signature.

- Up to **9 parent notes** are allowed, more than this and the absence will be considered **unexcused**.
- After 9 parent notes, students must bring in documentation from their child's doctor, dentist, etc. or the absence will be unexcused.
- Absence notes will only be excused if they are sent to the school within **one week** of the absence. Parent notes received after one week will be reviewed by the principal for approval.

Frequent absences (more than 10 days) will require a note from a doctor stating the child has a chronic illness that prevents them from attending school and we will connect you to the school nurse. The following excuses shall be accepted for student absence:

- Personal illness
- Illness or death in the immediate household
- Observation of a religious holiday
- Emergencies or any other occurrences which, in the judgment of the principal, may necessitate absence from school as a last resort
- Superintendent's designation

All other reasons for keeping your child home from school are considered unexcused absences.

Make sure your child receives, completes and returns any classwork and homework provided during the absence.

To excuse an absence due to an appointment, an official excuse from the doctor or agency is required or it will be marked unexcused. The doctor or agency can email (attendance.indianola@columbus.k12.oh.us) or fax (614-365-8324).

Students that miss 10% or more of the school year are considered chronically absent. This includes excused absences. That means being absent about two days of school per month causes a student to be labeled chronically absent.

You can view your child's attendance information on the Parent Portal. This will show you the date and time missed and the attendance code for the absence.

House Bill 410

Ohio Law (HB 410) changed how Columbus City Schools must track missed class time. No longer are absences tracked by the number of days your child has missed. Lost time is now counted by how many hours your child is out of class, **both excused and unexcused**.

You will receive an excessive absences warning letter in the mail when your child is:

- **Absent 38 hours** (roughly 6.3 school days) or more in one school month **with or without** legitimate excuse.
- **Absent 65 hours** (roughly 10.8 school days) or more in one school year **with or without** legitimate excuse.

If your child is excessively absent without a legitimate excuse, the new law labels them as 'habitually truant.' This happens after your child is:

- Absent 30 hours (roughly 5 school days) or more consecutive hours without legitimate excuse.
- Absent 42 or more hours (roughly 7 school days) in one school month without legitimate excuse.
- Absent 72 hours or more (roughly 12 school days) in one school year without legitimate excuse.

Students identified as habitually truant require that the school invites the parent/guardian to an intervention team meeting to determine why the child is habitually truant and what supports are needed to keep them in school. This is documented on an Attendance Plan.

If your child meets the qualifications for excessive absenteeism (by the State of Ohio) we will...

- 1. Meet as a Team:** We will ask you to work with the school to identify any obstacles that are preventing your learner(s) from attending school regularly and try to determine solutions. Childcare issue? We can help. Chronic Medical need? Our nurse has resources



- 2. Make a Plan:** We will ask you to partner with us to support your learner with the creation of an attendance plan that we will monitor together



- 3. Monitor, Revise and Celebrate:** When the plan is working and your student is attending school regularly, we will keep those supports coming and close out the plan.

We want to partner with you to ensure your child's success in school. **Information about CCS attendance policies, tips for families, and information about support programs can be found at [Attendance: Stay in the Game / Home](#).**

Please reach out to a school counselor, teacher, school social worker, or school administrator if we can support you in any way with your child's attendance.

[Arrival and Dismissal Procedures](#)

Arrival

Students who will be **eating breakfast** at Indianola can report at 8:30 am. **The instructional day begins promptly at 8:50 am for grades 6-8, and 9:00 am for grades K-5.** Middle school students report to classrooms beginning at 8:45 am. K5 students are dismissed to classrooms at 9:00 am. For the safety of our students, please do not leave students unattended on school grounds prior to 8:30 am.

Students that **arrive by school bus** will be dropped off in front of the building, on Weber Rd. They enter the school via the door next to the auditorium. Prior to the time they are dismissed to go to class they may go to breakfast or to the auditorium to wait.

Latchkey students will enter/leave from the cafeteria. There will be some short term parking available, however, no cars may enter, exit or move in the back parking lot between 8:40 - 9:00 am and 3:15 - 3:45 pm. Use the ramp from the back parking lot and the doorbell to be greeted and invited to enter the building.

Students that **arrive from being dropped off by parents/guardians** are to utilize the Stop, Drop, and Go drop off line on Tibet Road, heading west. The following is very important information regarding the drop off and pick up line:

- Students are only allowed to exit or enter vehicles from the curbside passenger side of your vehicle. This is essential for safety. We have had close calls from those that drop off and pull around to leave. This means you may need to move car seats before school starts so that the passenger side is available for your child.
- Follow the directions of the staff member when they direct you to pull up or to go ahead and let your child out.
- Stop, Drop, and Go. This means your child should exit the car with their backpack and belongings, close the vehicle door, and head to the school entrance. **Do not get out of your vehicle.** Parking and getting out to get

out backpacks and put them on your child's back and talk and hug and then getting back in your car to leave stops the progress of the drop off line. This creates frustration for everyone involved.

- Do not drop off your child anywhere other than the drop off line. Weber Road is for buses and is not safe for drop off. Students should never be dropped off on Tibet, headed East, which requires children to cross the street in the drop off line.
- The entrance door closest to the Calumet playground will be staffed beginning at 8:30 am to greet children and direct them to breakfast or to class.

Students that walk to and from school should utilize the crosswalks. Students may enter through the auditorium door or the drop off door on Tibet. The following crosswalks will be staffed with a crossing guard:

- Weber parking lot crosswalk
- Calumet at Tibet (pm only)
- Druid and Tibet, crosswalk by the back parking lot

Students that arrive **after 9:00 am must be signed in** in the main office.

Dismissal

Dismissal is at 3:30 pm.

Please communicate changes in student dismissal plans in writing. If there is an emergency that necessitates a phone call, please call before 3:00 pm. **Changes should be the exception, not the norm.**

Kindergarteners and First Graders that are picked up by parents/guardians at dismissal must be picked up in person in front of the building. You will receive detailed instructions from your child's teacher. You will park in the Weber Rd. lot or will need to find parking in the neighborhood. Do not park in the pick up line on Tibet. If you have older children, they need to wait with the K/1 student to be picked up all together by you. The older students do not take their K/1 siblings anywhere for dismissal.

Second through Eighth graders that are picked up by parents/guardians should utilize the pick up line on Tibet. The same guidelines listed above apply. At dismissal teachers partner up and one takes out their pick up students and the other dismisses their bus riders. The teacher will bring out the students and monitor that authorized adults pick up children. Students that aren't picked up by 3:45 pm are taken to the office and you must get them from there. Some parents walk to school and pick up students. Do not confuse this with pick up line parents and exit your vehicle. **You should stay in your vehicle and we will get your child(ren) to you.** This will get faster as the year progresses. **Please pull up as the line moves.**

If you are **walking to school or parking and walking to the school to pick up your second through eighth grade child,** please meet them in the back, on Tibet. Please use crosswalks and refrain from crossing directly in the pick up line. Also, please leave pets at home.

Bus riders are dismissed from the classroom when their bus is called. They are to go directly to their bus. Students that ride buses that don't arrive by 3:45 pm are dismissed to the auditorium to be supervised as we wait for their bus to arrive.

Transportation

Students that are eligible for bus transportation will have their routing information available in the Infinite Campus Parent Portal. This is available starting August 15th, 2024. If you have a concern, please contact the transportation department at 614-365-5074 between the hours of 6:00 am and 7:00 pm. You can also call the main office and we will help you to the best of our ability.

Bus safety is important to everyone. Transportation Services has developed a series of safety tips and rules to ensure the safe and effective transport of students. A few of the rules are highlighted below. A student that behaves in an unsafe manner on the bus will be reported to administrators for possible disciplinary action. Unsafe behavior may result in the loss of bus ridership privileges.

1. Students must ride their assigned bus. No unauthorized passengers are allowed.
2. Students must obey the driver's directions at all times.
3. School buses are not permitted to stop longer than necessary to pick up students. Therefore, buses cannot wait for tardy students. **Bus riders should be at their bus stop ten minutes before the scheduled arrival time.**
4. Students must get on and off only at their assigned stop.
5. Students must observe rules for crossing the street when entering and exiting the bus.
6. **Students must sit safely on their bottoms and keep belonging and themselves out of aisles.** It is a good idea to send kids on the bus with a book, word search, etc. to occupy themselves safely on the bus.

[Breakfast and Lunch](#)

A nutritious breakfast and lunch every day is important for a child to perform at their best. **All Columbus City Schools students qualify for free breakfast and lunch.** Please take advantage of this. Breakfast is served from 8:30 am to 9:00 am. We will make accommodations for late arrivals to receive breakfast.

Lunch periods are as follows:

K-1, 11:00 am- 11:30 am, followed by a 30 minute recess

2/3, 11:45 am- 12:15 pm, followed by a 30 minute recess

4/5, 12:25 pm- 12:55 pm, followed by a 30 minute recess

Middle School lunch and recess is 6th period, 1:00 pm- 1:50 pm

[Food Allergies](#)

The prevalence of food allergies is on the rise in the United States. It affects about 8% of school-age children (Center for Disease Control and Prevention). For some children, a food allergy can be life-threatening. If your child has been diagnosed with a food allergy, please inform the school nurse and the classroom teacher. You may also contact CCS Health Services at 614-365-5824. The Columbus Board of Education has adopted a framework, Policy 5161.3 (<https://www.ccsbh.us/cms/lib/OH01913306/Centricity/Domain/229/51613%20Policy%20Food%20Allergies.pdf>) for accommodating students with known food allergies that reduces the likelihood of an allergic reaction at school.

We maintain an allergy free area in the cafeteria and children with food allergies are encouraged to invite a friend, with an allergy free lunch, to sit with them. We also identify all classrooms with a placard, that have a child with a food allergy. Teachers will communicate with you if snacks, party food, etc. need to be allergen free.

[Student Success Cards](#)

With a focus on supporting safety and academics, Columbus City Schools issues Student Success Cards to all students PreK-12.. Students will receive their cards and lanyards on or after the first day of school and must wear their cards visibly on the bus and during the school day. CCS piloted Student Success Cards over the last several school years. Student Success Cards will help increase efficiency, improve communication with parents, and most importantly, enhance student safety. **Your child's success card is also a Columbus Metropolitan Library card!**

[Latchkey](#)

Our school does host a Latchkey program for before and after school care. There is currently a waitlist. If you would like to be added please call (614) 365-5891. After school starts, contact David Brown at Indianola for questions. Registration opens in May first to currently enrolled latchkey families.

[Dress Code](#)

Please review the CCS Dress Code Policy in the Guide to Student Success. Please note the building is air conditioned but students will be going outside for recess.

[Electronic Devices](#)

Please read the information related to the acceptable use policy and electronic devices in the [Guide to Student Success](#). You can also view Board Policy 5136 about Personal Communication Devices at <http://go.boarddocs.com/oh/columbus/Board.nsf/goto?open&id=AE8SKG71FFBA>.

Society is imposing more and more pressure to provide children with the latest technology, such as smartphones. Families are also finding cell phones to be a valuable way to stay in touch with their children. While smartphones are a valuable technology, they are often having a negative impact on young children. Please consider waiting until your child is in at least eighth grade to give them a smartphone. Most major cell phone carriers provide basic phones that call and text, without the addition of smartphone technology. **Wait Until 8th is a valuable resource for families to help you learn about the risks of smartphones to young children, consider whether a smartphone is right for your child, and how to work with other families to mitigate the societal pressures.** <https://www.waituntil8th.org/>

Social media can be a useful tool. **If you allow your child to utilize social media, it is your responsibility to monitor your child's use of it.** It can be a source of cyberbullying, most of which takes place outside of the school day. Please consider limiting your child's use of social media and monitoring it often. The [Guide to Student Success](#) has tips for online etiquette and personal safety that you should review with your child.

Starting in the 2024-2025 school year, Chromebooks will only be assigned to students in high school. K8 students will use classroom devices as determined by the teacher.

[Positive Sleep Habits](#)

Children need, on average, 10 hours of sleep per night. Consistent bedtime routines and bedtimes are essential to ensure children get the sleep they need. Poor sleep habits affect their physical health and their ability to learn. Read more about the American Academy of Pediatrics sleep guidelines and tips here: [AAP endorses new recommendations on sleep times | AAP News | American Academy of Pediatrics](#)

If you need resources or support creating a bedtime routine and bedtime for your child, please reach out and we can provide that to you.

[School Choice & Lottery](#)

Indianola Informal K8 is a city-wide lottery school. The lottery is a very clear, delineated process and school staff has zero influence over it.

Once you are enrolled in our school you do not need to do anything to stay here. Once your child is admitted, siblings that were also placed in the lottery for our school can be moved to the sibling wait list. We do not have a 'feeder' high school. Eighth graders are automatically enrolled in their high school of residence for ninth grade unless families go through the lottery process for high school.

Each winter families are given the opportunity to complete a 'return to home school' process if they want their child to attend their school of address the following school year. You are also welcome to enter the lottery for the following year if you would like a different opportunity for your child. Students are not moved otherwise. I will communicate the important dates and information about this at the appropriate time.

Additional information about school choice and lottery can be found at [Enrollment / School Choice/Lottery](#).

[School Safety](#)

School safety is everyone's responsibility. Our school is on a level one lockdown at all times. This means all of our exterior doors are shut and locked. Entrance and exit doors are staffed during arrival and dismissal. **Visitors can only enter through the front door and must present a driver's license or state identification card in order to sign in through the Raptor system.** The system requires visitors to indicate their connection to the school (parent/guardian, visitor, volunteer, District-approved vendor) and uses the scanned driver's license or state identification card information to check against a national database of registered sex offenders as well as school-entered information on individuals who have previously been asked to stay off district property. The system prints an identification sticker for visitors to wear at all times while in the building.

We maintain the right to determine whether visitors are permitted to enter the school. For example, dropping off items for students does not require a classroom visit and is disruptive to the learning environment. We will work together to continue to make our school a welcoming place for families, while ensuring the safety of all students and staff.

We follow all state mandated and district required drills and safety procedures. We have a school crisis plan and annually work through a school emergency scenario as a staff. Monthly drills include evacuation (fire drill), reverse evacuation (coming inside), and a lockdown drill. We also do tornado drills and shelter-in-place drills at different times during the school year.

Lockers are the property of the Board of Education. The contents of all lockers are subject to random search at any time.

More information about CCS Safety and Security, including bullying information and information about metal detector searches can be found at [Safety and Security / Overview](#). Some middle school athletic events do have metal detector checks.

The Safer Ohio School Tip Line is a free safety resource available to all Ohio schools. The tip line is an anonymous reporting system that accepts both calls and texts 24 hours-a-day.

This tip line allows students and adults to anonymously share information with school officials and law enforcement about threats to student safety — whether that involves a threatened mass incident or harm to a single student.

Things to report to the tip line include (but are not limited to):

- Bullying incidents;
- Withdrawn student behaviors;
- Verbal or written threats observed toward students, faculty or schools;
- Hazing;
- Weapon/suspicious devices on or near school grounds;
- Gang related activities;
- Unusual/suspicious behavior of students or staff;
- Self-harm or suicidal sentiments; and
- Any other school safety-related concerns.

Every tip can remain anonymous. School safety analysts may ask for additional information, but the caller can remain secret or leave his or her contact information for later follow-up.

Calls or texts to 844-SaferOH (844-723-3764) are answered by analysts within Ohio Homeland Security. If action is needed, the analysts immediately forward information to local school officials, law enforcement agencies and the Ohio School Safety Center (OSSC) for action and follow up.

The OSSC partners with the Ohio Department of Education to follow up with affected school and law enforcement agencies to make sure that the incident is investigated, action is taken and resources and support are provided when necessary.

Academics

Indianola Informal K8 is a public school. As such we teach the academic standards identified by the Ohio Department of Education. We also administer required assessments. The curriculum for all students includes reading and language arts, math, science, social studies, and a social emotional learning curriculum. Within that framework, we use informal pedagogy as much as possible. A term that is being used more often to align with this pedagogy is progressive education. As noted in our mission and core values statements, we have tenets of progressive education to guide us. They are below.

Tenets of Progressive Education- Indianola Informal K-8

- We are a community of learners that value relationships and view our school as a center for teaching and learning for learners of all ages.
- We respect diversity among students and their variations in development.
- We provide opportunities for the arts to occupy an integrated place in the curriculum as an essential way to acquire and express knowledge.
- We encourage students to develop responsibility for their own learning through guided choice and decision making.
- We foster authentic opportunities for learning through inquiry to promote lifelong learning.
- Teachers raise student social consciousness by encouraging students to examine and confront complex issues within society.
- We value ongoing reflection and self evaluation, socially and cognitively, by all learners (teachers and students).
- Learning happens through active, imaginative, social, and cultural experiences within the use of flexible time and space.
- Learning is a meaning making process in which we structure experiences that actively engage the student in producing rather than solely consuming knowledge.
- We collaborate with parents and the community as co-educators to meet students' needs.

One way we engage in our mission and core values is by **integrating the arts** with academics. This allows for a rich and layered learning experience for students. We also integrate academic subjects around students' interests and big ideas. Some years we engage in a schoolwide thematic study. Teachers determine how to best integrate and align it with the curriculum and the interests and passions of our students.

We use a **child-centered philosophy** that incorporates what we know about child development. This means that our K/1 students have extra recess time along with free choice time each day and limited homework. We value recess time for all of our students and have outdoor recess whenever possible.

You will receive information throughout the year about your child's grade level learning standards, your child's progress toward mastering those standards, and how you can support your child at home. Our mission is for *all students* to lead a portfolio conference to demonstrate grade level standards mastery, as well as their connection to school, community, and world. Our primary vehicle for the student portfolio conferences is for them to share them with you at the winter student-led Parent/Teacher conferences. Please plan to attend! I am very excited about this endeavor and the power this will have over student learning.

Columbus City Schools have standards for learning. These state standards identify what students should know and be able to do as they progress through school. The standards dictate the content and skill taught at each grade level.

Expectations for student accomplishment at each grade level are the same across the district, so children who move from one school to another are held to the same high standards. In the elementary standards-based report card you will find information about your child's progress toward meeting Ohio's Academic Content Standards.

- Standards are statements of what students should know and be able to do.
- Each grade level has indicators of progress toward meeting the standards.
- Students will be evaluated on a scale from 1 (working below standard) to 4 (exceeds the standard) within each of the standard statements.

Students enrolled in grades 6-8 are graded utilizing an A-F grading scale. **Parents have access to current grades on the Infinite Campus Parent Portal. We suggest that it is checked weekly as a way to stay updated on your middle school child's progress.** Please reach out to teachers as needed. Please refer to Board Policy 5421 <https://go.boarddocs.com/oh/columbus/Board.nsf/goto?open&id=CMSVKK81223B> in order to gain deeper insight into how grades are determined in middle school.

You should expect to hear from your child's teacher if there is an academic concern before report cards are released. Parent Teacher Conferences are in November and February.

[Testing & Assessment](#)

Assessments are completed formally and informally by teachers throughout the learning process. This information is used to inform their lessons as well as to identify needed interventions and extensions. These assessments will vary from classroom assignments, exit tickets, written responses, verbal responses to questions, to formal quizzes and tests.

For information about state and district assessments, please read the **Columbus City School District Test Reference Guide 2024-2025**. It provides an overview for the State and District testing for the 2024-2025 school year.

 [Testing Reference Guide 2024-25 SY August 2024 - Jade Scriven.pdf](#)

[Positive Behavior Interventions and Supports \(PBIS\)](#)

Positive Behavior Interventions & Supports (PBIS) is a process supported by the Ohio Department of Education and Columbus City Schools to promote and maximize academic achievement and behavioral competence. It is a three tiered system of support for helping all students achieve important social-emotional and learning goals. We know that when we create learning environments that are student-centered, efficient and stable, our students excel in their learning. As part of PBIS, we establish and explicitly teach clear rules and behavior expectations to students.

Indianola Student Qualities – The 'INDY FIVE'

The staff of Indianola identified five (5) qualities, as part of PBIS, that will help students be successful in school and in life. Students who exhibit these qualities are:

- **Respectful**
- **Responsible**
- **Helpful**
- **Kind**
- **Peaceful**

Indianola students are expected to demonstrate these traits both within the classrooms and common areas of the building. We have created an expectation "matrix" on behavioral expectations for various areas of the school. Students will have the opportunity to hear and discuss what these expectations are, see what these expectations look like and put them into practice throughout the year.

School discipline is provided in a progressive manner and is guided by the [Guide to Student Success](#).

Teachers will be using **Second Step**, a program which is rooted in socio-emotional learning:

www.secondstep.org/families. You will receive weekly family information about these lessons. We will continue to integrate the mindfulness practices our students have learned over the past several years.

Direct Student and Family Supports

We have **two full time school counselors**. Tiffany Alexander (talexander4@columbus.k12.oh.us) and Stephanie Miltko (smiltko@columbus.k12.oh.us). They work to support our students to ensure they reach their full potential. They also collaborate with our **site-based Buckeye Ranch counselor**. Please reach out to them if you have any questions or concerns or if you would like more information about resources for your child(ren).

Our **school social worker**, Kate Petty (kpetty@columbus.k12.oh.us), is an additional advocate and resource for students and families. She does an excellent job supporting families by helping to make community resource connections. She also supports our work with House Bill 410 Attendance Plans. Please reach out to her with any questions or concerns or if you would like more information about resources for your child(ren).

Nationwide Children's Hospital has a mental health crisis line, 614-722-1800. This is available 24 hours a day, 365 days a year. This is a wonderful resource to receive immediate advice about a crisis your child may be experiencing. They can and will talk to you and your child and advise you on whether to go to the hospital, or whether you should follow up with your pediatrician. Youth and families already linked with a behavioral health clinician should first contact their clinician or crisis line provided.

The **988 Suicide & Crisis Lifeline** is a United States-based suicide prevention network of over 160 crisis centers that provides 24/7 service via a toll-free hotline with the number 9-8-8. It is available to anyone in suicidal crisis or emotional distress.

Bullying

Bullying, harassment, and/or intimidation toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. Any concerns about bullying should be immediately reported to a staff member. It will be investigated and district policy will be followed. You can read more about the district's policy on page 12 of the [Guide to Student Success](#).

Middle School Athletics

Middle School sports (**7th & 8th grade only**) are a wonderful way to meet friends, learn to be an integral part of a team, improve self discipline, build grit, and positively represent both school and community. Indianola scholar-athletes are expected to carry themselves with integrity and exhibit leadership skills both in the classroom and on the court or field. Indianola students are able to participate in co-ed soccer and girl's volleyball (fall), boy's and girl's basketball (winter) and co-ed track & field, and girls' softball (spring). If there is enough student interest, we can also field a spring boys' baseball team. Eligible students must carry at least a 2.0 GPA and pass 4 of their courses based on grades earned the previous quarter. All students must have a current OHSAA Physical Form completed by a physician or a physician's designee on file at the school. **Some middle school athletic events do have metal detector checks.**

Indianola Informal K8 is a Title One School

As a parent of a student attending a school that is receiving Federal Title I dollars, you have the right to know the professional qualifications of the teacher(s) and instructional paraprofessional(s) who instruct your child. Federal law requires every Title I school district to comply and to provide you with the requested information in a timely manner.

We are happy to provide this information to you. At any time, you may ask:

- Whether the teacher met state qualifications and certification requirements for the grade level and subject s/he is teaching,

- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional’s qualifications.

The Every Student Succeeds Act (ESSA) which was signed into law in December 2015 and reauthorizes the Elementary and Secondary Education Act of 1956 (ESEA) includes additional right to know requests. At any time, parents and family members can request:

- Information on policies regarding student participation in assessments and procedures for opting out, and
- Information on required assessments that include:
 - Subject matter tested,
 - Purpose of the test,
 - Source of the requirement (if applicable),
 - Amount of time it takes students to complete the test, and
 - Time and format of disseminating results.

Our staff is committed to helping your child develop the academic knowledge and critical thinking they need to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals meet applicable Ohio state requirements.

We use our title one funding for two part-time reading tutors and an instructional assistant (paraprofessional). We also use funds for professional development, technology, and student instructional materials and supplies.

[Helpful Contacts](#)

Indianola Informal K8: 251 E. Weber Rd. Columbus, OH 43202 Ph: 614-365-5579 Fax: 614-365-8324
www.ccssoh.us/indianolainformalk8

Name	Position	Email
Brandy Koeth	Principal	bkoeth5587@columbus.k12.oh.us
Amara Toure’	Assistant Principal	atoure2541@columbus.k12.oh.us
Liz Dickerson	Secretary	ldickerson724@columbus.k12.oh.us
Denise Holland	Attendance & Records Secretary	dholland@columbus.k12.oh.us
Attendance Email	Use for excuses, etc.	attendance.indianola@columbus.k12.oh.us
Tiffany Alexander	School Counselor, middle school focus	talexander4@columbus.k12.oh.us
Stephanie Miltko	School Counselor, elementary focus	smiltko@columbus.k12.oh.us
Michelle Stevenson	School Nurse	mstevenson@columbus.k12.oh.us

Tricia Porostosky	Family Ambassador	tporostosky@columbus.k12.oh.us
Kate Petty	Social Worker	kpetty@columbus.k12.oh.us
Charlotte Risby, PhD	School Psychologist grades 6-8	crisby@columbus.k12.oh.us
Samantha Leeman	School Psychologist grades K-5	sleeman@columbus.k12.oh.us
Rachel Greenfield	Special Education Coordinator	rgreenfield5114@columbus.k12.oh.us
Doreen Miller	Occupational Therapist	dmiller4676@columbus.k12.oh.us
Kristin Beckett	Physical Therapist	kbeckett@columbus.k12.oh.us
Rae Oberman	Speech Pathologist	roberman@columbus.k12.oh.us
David Brown	Latchkey	dbrown6543@columbus.k12.oh.us
Friends of Indianola PTO	Parent Teacher Organization	www.indianolakids.org Facebook, "Friends of Indianola PTO"
Customer Relations	CCS Superintendent Line	614-365-8888 customerrelations@columbus.k12.oh.us
Transportation	School bus information	614-365-5074 https://www.ccsoh.us/domain/230
Translation Services	Main Number: 614-365-8802	Spanish 614-365-5118 French 614-365-5327 Somali 614-365-8972 Arabic 614-365-6920 Nepali 614-365-3105
Gifted and Talented Department	Gifted and Talented program and resources	614-365-6626 Gifted & Talented Overview
Special Education Department	Special Education program and resources	614-365-5206 Special Education
Health Services	Resources for vaccinations, health forms, medication guides, etc.	614-365-5824 Health Services / Overview
The Safer Ohio School Tip Line	Report Concerns Anonymously	Call or text 844-SaferOH (844-723-3764)
Nationwide Children's Hospital	Child Mental Health Crisis Line	614-722-1800
Suicide & Crisis Lifeline	Suicide and Crisis Line	988