



Hope Academy Northcoast
4310 E. 71st Street
Cleveland, OH 44105
P: (216) 429-0232
E: info@acancoast.com

Melonese Winston, M.Ed, Principal

Teyon Stewart, Office Manager

Welcome to the New School Year at Hope Academy Northcoast!

Dear Hope Academy Northcoast Families,

Welcome—and welcome back! I hope you and your loved ones enjoyed a peaceful, joyful, and restorative summer break. As we step into a new academic year at Hope Academy Northcoast, I am filled with excitement and gratitude for the opportunity to work alongside you in supporting our incredible scholars.

Our mission remains strong: **to inspire, educate, and empower every student to become the very best version of themselves.** Our students are the heart of everything we do. As they prepare to return, our dedicated staff is working diligently to create a learning environment that is both academically rigorous and creatively engaging. This year, we are especially focused on raising student achievement while building a joyful, inclusive, and supportive school culture.

Our Vision for Your Scholar

At Hope Northcoast Academy, we hold high expectations because we know what our scholars can achieve. We are committed to fostering:

- **Excellent daily attendance**
- **Resilience and perseverance**
- **Academic diligence**
- **A nurturing, student-centered environment**

We believe that strong habits—developed early—lay the foundation for lifelong success. With your partnership, we will help students build those habits every day.

Parent Involvement

We truly value your partnership in your child's education. Throughout the year, we'll host events such as **family dances, literacy nights, and parent-teacher conferences** aimed at building relationships and strengthening our school community. We encourage you to participate and share your ideas—your involvement matters and makes a real difference. You can support your scholar by:

1. Establishing and maintaining a consistent bedtime routine
2. Ensuring your child arrives in full dress code each day
3. Reinforcing the importance of daily attendance and punctuality



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4. Providing all necessary school supplies
5. Attending family-oriented events to show your support
6. Modeling positive and respectful behavior during school visits

Together, we will uphold a safe and respectful school environment where all students can thrive.

Academic Excellence

This year, we're enhancing our academic offerings with a stronger focus on STEM education and **project-based learning**, designed to spark curiosity, deepen understanding, and promote critical thinking, creativity, and collaboration. We want to ensure our scholars are well-equipped for the challenges and opportunities ahead.

Social-Emotional Learning

At Hope Northcoast Academy, emotional well-being is just as important as academic achievement. We've revitalized our **Positive Behavioral Interventions and Supports (PBIS)** program to strengthen our school culture and encourage respect, responsibility, and resilience throughout the building.

Communication

Clear, consistent communication is key. Please ensure that we have up-to-date contact information, so you don't miss important updates. You can stay connected through:

- Our **monthly newsletter**
- **Facebook page**
- **School website**
- **Phone and email updates**

We will also hold a **Mandatory Back-to-School Orientation in July**—more details will be shared soon.

As Your Principal, I Commit to:

1. Leading a rigorous academic program that honors all learning styles
2. Enforcing a zero-tolerance policy for bullying, harassment, and unkind behavior



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3. Creating a school climate rooted in emotional, physical, and psychological safety
4. Collaborating with families and community partners for student success
5. Leading with **love, integrity, and emotional intelligence**, guided by our Northcoast Creed

Culture Camp: Building Community from Day One

To kick off the year, all students will participate in **Culture Camp**—a 30-day experience focused on teaching and practicing what it means to be part of the Hope Northcoast family. During this time, homework will be limited to allow for full immersion in school values, routines, and expectations.

Important School Information

Dress Code

- **Polo Shirts:** Solid Navy Blue, Kelly Green, or Black
- **Pants:** Khaki-style in Black, Navy, or Tan
- **Sweaters, Blazers, Vests:** Black, Navy, Tan, Kelly Green, or White
- **Belts:** Solid Black or Brown

School Hours

- **Before Care:** Opens at 6:30 AM
- **Morning Meeting:** Begins at 8:00 AM SHARP
- **Dismissal:** 3:00 PM
- **Aftercare:** Until 5:15 PM

Appointments

To protect the integrity of our learning environment, **please contact the office to schedule an appointment** if you need to meet with a staff member.

A Personal Note

As the new principal of Hope Academy Northcoast, my goal is to **rebuild and reunite** our learning community. If your family has previously transitioned to another school, we invite you to come back home. **You belong here—and we are stronger together.**



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Thank you for trusting us with your child's education. I look forward to a year of collaboration, growth, and celebration. Here's to a successful, inspiring, and joyful school year!

Warm regards,

Melonese Winston, M.Ed
Principal
Hope Academy Northcoast



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Dress Code Expectations

Unacceptable/NOT ALLOWED:

- **Hoodies of ANY kind**
- **Hats of ANY kind**
- **Crocs**
- **Slides**
- **Foam Runners**
- **Open toe shoes of ANY kind**
- **Tank tops**
- **Crop Tops**
- **Jeans/Denim of any kind/color**
- **Leggings**
- **Jogging Pants**
- **Ripped Jeans/Pants of ANY kind**

Acceptable/ALLOWED:

- **Solid color and collar school shirts (in dress code colors only)**
- **Solid color sweater (in dress code colors only)**
- **Solid BLACK, NAVY BLUE or KELLY GREEN collar shirt and/or sweater**
- **Black Pants/Skirts/Shorts**
- **Navy Blue Pants/Skirts/Shorts**
- **Khaki Pants/Skirts/Shorts**
- **Black or Brown Belt (Required)**
- **Tennis Shoes**
- **Casual Shoes**

****Students are expected to be in appropriate dress code EVERYDAY. Please contact the main office at 216-429-0232 with any questions, concerns, or needed assistance with obtaining dress code items.****

Consequences:

First Offense - Verbal/Written Warning

Second Offence – Parent/Guardian Contact (Student MUST be picked up)

Third Offense – TBD by the Dean of Students and/or Principal



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Date: June 2025

Subject: Importance of Regular School Attendance

As the academic year begins, we would like to take a moment to highlight the critical importance of regular school attendance for the success and well-being of our students.

Consistent attendance is crucial for students to fully benefit from the educational opportunities we provide. Regular school attendance ensures that students remain engaged with their coursework, participate in classroom discussions, and build strong relationships with their peers and teachers. Missing even a few days can disrupt a student's learning and have a cumulative effect on their academic progress.

We understand that there are times when students may need to miss school due to illness, family emergencies, or other significant reasons. However, it is essential that absences are kept to a minimum (**State of Ohio only allows 72 hours of missed school**) and any absence is communicated to the school in a timely manner. Please inform us of any absences as soon as possible, and provide any necessary documentation, such as a doctor's note, when applicable.

If your child is experiencing any challenges that might affect their attendance, whether they are academic, social, or personal, please reach out to us. Our goal is to support each student's success, and we are here to work with you to address any issues that may arise.

To support students in maintaining good attendance, we encourage you to:

- **Ensure that your child arrives at school on time each day.**
- **Establish a consistent daily routine, including a regular sleep schedule.**
- **Communicate with the school about any anticipated absences or issues affecting attendance.**

We appreciate your cooperation and support in this important matter. Together, we can help ensure that every student can achieve their full potential. If you have any questions or need further assistance, please do not hesitate to contact us.

Thank you for your attention to this matter and for your continued partnership in your child's education.



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School Supply List

- **Headphones (Plug-in ONLY)**
- **One (1) box of Kleenex**
- **Two (2) packs of 24 crayons (K - 5th ONLY)**
- **Two (2) packs of color pencils (6th - 8th ONLY)**
- **Two (2) packs of blue or black ink pens (6th - 8th ONLY)**
- **Three (3) 1-Subject Notebooks**
- **Six (6) 2-Pocket Folders**
- **One (1) 3-Ring Binder**
- **Calculators (6th - 8th ONLY)**
- **Two (2) packs of #2 Pencils**
- **One (1) pack of dry erase markers (Black)**
- **One (1) pack of printer paper**
- **Two (2) packs of writing/filler Paper (4th- 8th ONLY)**
- **One (1) pack of Handwriting paper (K - 3rd ONLY)**
- **One (1) pack of "MY FIRST" pencils (K ONLY)**
- **Three (3) 2-Gallon Plastic Ziploc bag w/handle for carrying
BOOKBAGS ARE NOT ALLOWED**
- **Change of clothes including underwear and socks inside of plastic bag to be left at school for accidents/emergencies (K - 3rd Only)**
- **OVERSIZED extra shirt or Apron that can be worn over clothing during art or during science experiments (to be left at school in a Ziploc bag)**

PLEASE MAKE SURE ALL SUPPLIES ARE LABELED WITH YOUR STUDENT'S NAME ON THEM

The following items are NOT ALLOWED:

- Wireless Headphones/ Beats
- Bookbags
- Large/ Oversized purses
- Cell phones
- Smart watches

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Community School Notice

"The Hope Academy Northcoast school is a community school established under Chapter 3314. of the Revised Code. The school is a public school and students enrolled in and attending the school are required to take proficiency tests and other examinations prescribed by law. In addition, there may be other requirements for students at the school that are prescribed by law. Students who are exempt from the compulsory attendance law for the purpose of home education pursuant to section [3321.042](#) of the Revised Code shall no longer be exempt for that purpose upon their enrollment in a community school. For more information about this matter contact the school administration or the Ohio Department of Education and Workforce."



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Harassment, Intimidation, Bullying Policy

August 2025

Dear Student / Parent / Guardian:

Please note that Hope Academy Northcoast has a “No Tolerance” Harassment, Intimidation, Bullying Policy. It is the policy of the school that no form of bullying behavior, whether it is in the classroom, on school property, to and from school or at school-sponsored events be permitted. Students who have been determined to have engaged in prohibited behaviors are subject to disciplinary action, which may include suspension or expulsion from school. Misconduct by one student against another student, will result in appropriate disciplinary consequences for the perpetrator. Please take the time to read more specifically about Hope Academy Northcoast policy on harassment, intimidation and bullying in the student handbook that set forth the comprehensive rules, procedures, and standards of conduct for the school and students.

I have read the above and agree that _____ will abide by Hope Academy Northcoast’s “No Tolerance” Harassment, Intimidation, Bullying Policy.

Parent / Guardian Signature

Date

Student Signature

Date



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Dear Parents and Guardians of Rising Third Grade Students,

As your child prepares to enter third grade, we would like to inform you about an important state requirement that affects **ALL** third-grade students in Ohio: the **Third Grade Reading Guarantee (TGRG)**.

The Third Grade Reading Guarantee is a state law designed to ensure that every student is reading at grade level by the end of third grade. Under this law, students must demonstrate a sufficient level of reading proficiency to be promoted to the fourth grade.

Promotion Requirement:

To meet the promotion criteria for the 2025–2026 school year, your child must achieve a minimum score of **700** on the state-approved third grade English Language Arts (ELA) assessment or a score of **524** on the I-Ready Reading Diagnostic.

(Please note: This score is set by the Ohio Department of Education and may be subject to change. We will notify families promptly if updates occur.)

Students who **DO NOT** meet the required score may be retained in third grade or may be offered additional reading support and interventions throughout the year. In some cases, alternative assessments and good cause exemptions may also be considered.

How We Support Your Child:

Our school is committed to helping all students succeed. Beginning in third grade, students will receive:

- Targeted reading instruction based on their individual needs
- Regular progress monitoring
- Family resources and communication to support reading at home
- Access to intervention services if additional support is needed

We encourage you to partner with us by supporting your child's reading development at home. Daily reading practice, engaging in conversations about books, and attending school events that promote literacy will help your child become a confident and capable reader.



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If you have any questions about the **Third Grade Reading Guarantee**, your child's reading progress, or the upcoming school year, please do not hesitate to contact your child's teacher or our school office.

Thank you for your continued support in your child's education. We look forward to a successful school year ahead!

Sincerely,

Melonese Winston, M.Ed,

Principal



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Cell Phone Policy

Dear Families of **Hope Academy Northcoast** Scholars:

At **Hope Academy Northcoast**, we want all students to be engaged and feel safe every day. Student cell phones lead to educational disruptions, distractions, and significant social conflict. For this reason, **Hope Academy Northcoast's** does not allow students to use cell phones during the school day.

Please review our policy that includes the expectations of student use of cell phones and other devices, consequences of inappropriate use, and the communication plan to families in the event of an emergency.

To support school environments in which students can fully engage with their classmates, their teachers, and instruction, Hope Academy Northcoast has determined the use of cell phones by students during school hours will be **PROHIBITED**.

The objective of this policy is to strengthen Hope Academy Northcoast's focus on learning, in alignment with our mission to ignite students' passion for learning, cultivate a strong foundation of knowledge, and foster a sense of community within our schools.

I. RESEARCH

Research shows that student use of cell phones in schools has negative effects on student performance and mental health. Cell phones distract students from classroom instruction, resulting in smaller learning gains and lower test scores. Increased cell phone use has led to higher levels of depression, anxiety, and other mental health disorders in children.

II. APPLICABILITY

This policy applies to the use of cell phones by students while on school property during school hours.

III. USE OF CELL PHONES

Students are prohibited from using cell phones during school hours.

IV. EXCEPTION



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Nothing in this policy prohibits a student from using a cell phone for a purpose documented in the student's individualized education program (IEP) developed under Chapter 3323 of the Ohio Revised Code or a plan developed under section 504 of the "Rehabilitation Act of 1973," 29 U.S.C. 794.

A student may use a cell phone to monitor or address a health concern.

V. CELL PHONE STORAGE

Students shall turn in cell phones upon entering the building, in a secure place, such as the storage envelopes and storage bins provided by school, always when cell phone use is prohibited.

VI. DISCIPLINE

If a student violates this policy, a teacher or administrator shall take the following progressively serious disciplinary measures:

- Give the student a verbal warning and require the student to store the student's cell phone in accordance with this policy.
- Place the student's cell phone in the school's central office for the remainder of the school day.
- Place the student's cell phone in the school's central office to be picked up by the student's parent or guardian.
- Schedule a conference with the student's parent or guardian to discuss the student's cell phone use.
- Detention and/or Suspension.

Family support is essential to the success of **Hope Academy Northcoast's** cell phone policy. Be sure to review the phone policy as a family. Consider:

- Proactively speaking with your student about after school plans, lunch planning, appointments, or activities in advance of arrival to school.
- Reminding your student(s) how they can reach family during school hours, and how you can reach them in case of an emergency through the school office.
- Visiting <http://education.ohio.gov/cellphones> for more information and resources about cell phone use for your family.

Thank you for your continued support and cooperation in facilitating a safe and supportive learning environment. Please let us know if you have any questions or concerns.

Thank you in advance for your support and cooperation.

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IMPORTANT DATES

| EVENT | DATE |
|---|--|
| Summer Family Orientation | July 28 – August 1 |
| Preview Day K – 3rd ONLY | August 18, 2025 |
| Preview Day 4th – 8th ONLY | August 19, 2025 |
| ALL Students First Day | August 20, 2025 |
| Back to School Night | August 21, 2025 |
| NO SCHOOL | September 1, 2025 |
| NO SCHOOL | September 29, 2025 |
| Parent – Teacher Conference – NO SCHOOL | October 13, 2025 |
| NO SCHOOL | October 30, 2025 |
| NO SCHOOL | October 31, 2025 |
| Fall Break – NO SCHOOL | November 24th – November 29th |
| Winter Break – NO SCHOOL | December 22nd – January 5th |
| Students Return from Winter Break | January 6, 2026 |
| MLK DAY – NO SCHOOL | January 19, 2025 |
| Parent Teacher Conference – NO SCHOOL | February 13, 2025 |
| President’s Day – NO SCHOOL | February 17, 2025 |
| NO SCHOOL | February 23, 2025 |
| Spring Break – NO SCHOOL | April 3rd – April 10th |
| Parent Teacher Conference | April 14, 2025 |
| Memorial Day – NO SCHOOL | May 25, 2025 |
| Last Day of School for Students | June 4, 2025 |

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AFTERSCHOOL LATEST PICK-UP TIMES:

NON-AFTERCARE/TUTORING: 3:30PM

AFTERCARE/TUTORING: 5:45pm

****If students are not picked up by these times, we are **REQUIRED** to contact the local police department to ensure further safe supervision of your student(s).****

Thank you for your cooperation and understanding!

Building Administration Team



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June 2025

Dear parents/guardians,

If your student is a returning student and you have not already provided proof of residency, please submit one of the following documents as proof of residence NO LATER THAN September 1st, 2025.

- **Current Utility bill (not in the envelope)**
- **Current Rent/Lease agreement**
- **Car Registration**
- **Current Mortgage Statement**

Doing so will ensure your students proof of enrollment, where to send correspondences (i.e., progress reports, report cards, school event information, etc.)

To submit one of these documents you may either email a picture to info@acancoast.com, text to (216) 659-1626, or send a copy in the included envelope.

If you have any questions or concerns, please feel free to contact the main office directly at (216) 429-0232 or (216) 659-1626.

Sincerely,

Teyon Stewart
Office Manager



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June 2025

Important Notice: Student Arrival and Early Dismissal Procedures

To ensure the safety of all students and compliance with Ohio's attendance requirements, please review the following guidelines regarding school arrivals and early departures:

Student Arrival Procedures

Official Arrival Time:

Students should arrive **no later than 8:00 a.m.**

Tardy/Late Arrival:

Students arriving **at or after 8:15 a.m.** will be considered **tardy**.

Arrival After 8:30 a.m.:

Any student arriving **after 8:30 a.m.** must be **accompanied by a parent/guardian** and signed in at the main office. This procedure is in place to ensure the safety of all students.

Arrival After 9:00 a.m.:

No student will be permitted to enter the building **after 9:00 a.m. without a valid doctor's note.** This policy is strictly enforced.

Please Note:

All late arrivals occurring **after 8:30 a.m.** will be documented and counted toward the **state-allowed 72 hours of missed school time**, as outlined by the Ohio Department of Education.



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Early Dismissal Procedures

Early Dismissal Cutoff Time:

Students may not be dismissed **after 2:00 p.m.** unless it is an emergency.

Early Pickup Guidelines:

- A parent/guardian must **notify the main office in advance** if a student needs to leave early.
- The individual picking up the student must **present valid photo identification** and **sign the student out** at the main office.
- **For safety reasons, no student will be released to anyone not listed on the approved pickup list. Please ensure this list is current (see attached form)**

Reminder:

Any early departure **prior to 3:00 p.m.** will be recorded and applied toward the student's **72-hour limit** of missed instructional time, in accordance with state regulations.

We appreciate your cooperation in helping us maintain a safe and structured school environment while also supporting student attendance and academic success. If you have any questions regarding these procedures, please contact the school office.

Sincerely,
School Administration/Attendance Committee



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Authorized Student Pickup List Form

School Year: 2025 - 2026

To ensure the safety of all students, this form must be completed and submitted to the school office. Only individuals listed below will be permitted to pick up your child from school or from any school-sponsored event. All individuals must present a valid photo ID upon pickup.

Student Information

- **Student Name:** _____
- **Grade:** _____
- **Teacher:** _____

Parent/Guardian Information

- **Primary Parent/Guardian Name:** _____
- **Relationship to Student:** _____
- **Phone Number:** _____
- **Secondary Parent/Guardian Name (if applicable):** _____
- **Relationship to Student:** _____
- **Phone Number:** _____

Authorized Individuals for Student Pickup

Full Name Relationship to Student Phone Number Alternate Phone (optional)

Note: Any additions or changes to this list must be submitted in writing to the main office. No verbal requests will be accepted.



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Emergency Contacts/Authorized to pick student up (if different from above)

- **Name:** _____
- **Relationship to Student:** _____
- **Phone Number:** _____

- **Name:** _____
- **Relationship to Student:** _____
- **Phone Number:** _____

- **Name:** _____
- **Relationship to Student:** _____
- **Phone Number:** _____

Parent/Guardian Authorization

I hereby authorize the individuals listed above to pick up my child from school or school-related activities. I understand that all individuals must present valid photo identification and that no one else will be allowed to pick up my child unless prior written authorization is provided.

Parent/Guardian Signature: _____

Date: _____



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Snack & Hydration Policy

To support a healthy, safe, and focused school environment, the following items are **prohibited** on campus:

- Soda or other sugary carbonated beverages
- “Hot” chips or spicy snack foods of any kind
- Foods containing **red or blue dyes** (e.g., synthetic colorants in candies and drinks)

Consequences:

Any prohibited item brought to school will be confiscated and returned at the end of the day with a **written warning**. Subsequent incidents may result in the item being permanently disposed of.

Why This Matters

- **Food dyes**, especially red #40, blue #1, yellow #5, and yellow #6, have been linked to increased hyperactivity, inattention, and behavioral issues—particularly in some children with ADHD
- A 2021 California study confirmed that synthetic dyes can cause **neurobehavioral issues** in some kids publ.berkeley.edu.
- High amounts of sugar and artificial colorings may also contribute to **fatigue and mood fluctuations**.

Water Bottle Recommendations

We encourage all students to bring a **personal plastic water bottle** (no metal or Stanley mugs) labeled with their name. Staying hydrated:

- Promotes cognitive function and focus
- Supports overall health and energy
- Aligns with best practices for water access in schools

Thank you for partnering with us to keep our students energized, attentive, and healthy!



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Important Notice to Parents: Immunization Records Due by September 1, 2025

Dear Parents and Guardians,

As we prepare for the 2025–2026 school year, we want to remind you that Ohio law requires all students entering kindergarten through 12th grade to have up-to-date immunization records on file. To ensure compliance and the health and safety of our school community, please submit your child's current immunization records by **September 1, 2025**.

Required Vaccinations for Ohio Students:

- **DTaP (Diphtheria, Tetanus, Pertussis):** 5 doses
- **Polio (IPV):** 4 doses
- **MMR (Measles, Mumps, Rubella):** 2 doses
- **Varicella (Chickenpox):** 2 doses
- **Hepatitis B:** 3 doses
- **Tdap (Tetanus, Diphtheria, Pertussis):** 1 dose for students entering grades 7–12
- **Meningococcal (ACWY):** 1 dose for students entering grades 7–11; 2 doses for students entering grade 12 (if the first dose was administered before age 16)

These requirements are in accordance with the Ohio Department of Health's Immunization Summary for School Attendance for the 2025–2026 school year.

Submission Instructions:

Please provide a copy of your child's immunization record to the school nurse or main office by the deadline. Students who do not have the required immunizations or an approved exemption on file by **September 1, 2025**, may be excluded from school attendance until compliance is achieved.

Exemptions:

Ohio law allows for medical and religious exemptions. If you are seeking an exemption, please contact the school nurse to obtain and complete the necessary documentation.

For more detailed information on immunization requirements, please refer to the Ohio Department of Health's official summary:

Thank you for your prompt attention to this important matter. Ensuring that all students are properly immunized helps protect the health of our entire school community.

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