

BLOUNTSTOWN HIGH SCHOOL



Student Policies 2020-2021

A Word from the Principal

Parents and Students,

Welcome back to another school year. I am hoping this school year will be a normal one! I look forward to showing how much we care about you, your education, and your future. On the next few pages you will find the student policies of Blountstown High School. Please read these policies carefully. These policies serve as a guide to help you and your child understand the policies regarding academic requirements, rules, student privileges, and student responsibilities. Please become acquainted with it and keep it as a reference. If you have any questions or want additional information, please feel free to contact me at any time.

I look forward to working with you throughout the 2021-2022 school year.

Sincerely,

Tracy Wood
Principal

Mission

Blountstown High School is a place where students, faculty, parents, and community are a team committed to rigorous education and quality experiences in order to produce responsible and productive citizens who are life-long learners in a global society.

Belief

Blountstown High School will produce graduates who are well prepared to meet their potential as productive and life-long learners in a diverse and ever-changing world.

We believe that:

- Learning is the chief priority of school;
- Students should be responsible for their own learning with the guidance and support of teachers, parents, and the community;
- A safe, secure, and clean environment promotes learning and fosters positive self-esteem;
- Positive relationships and mutual respect among students and teachers are essential for learning;
- Curriculum must be both challenging and flexible;
- Current technical literacy is vital for students' success; and
- Creating life-long learners is a joint responsibility of administrators, teachers, parents, and the community.

Darry Taylor Jr.

Superintendent Of Schools

Danny Ryals

District 1

Ray Howell

District 2

Cifford Newsome

District 3

Kenneth Speights

District 4

Danny Hassig

District 5

Danny Ryals

Calhoun County School Board Chairman

SAFETY AND SECURITY

Maintaining a safe and secure environment is the primary priority of the Calhoun County School District (CCSD). It is the belief of the CCSD that all students have the right to attend school and school functions free of fear, harm, or harassment. The policies and procedures outlined in the *Code of Conduct and Discipline* have been adopted in support of this fundamental premise.

Please note that the CCSD cooperates with federal, state, and local law enforcement agencies in reporting, preventing, and responding to unlawful activities on the Calhoun County School District campuses.

In order for the CCSD to implement its responsibilities fully, it is important that enrollment and emergency card information be kept up to date at each student's school. It is the responsibility of each student and his or her parent to report changes in enrollment or emergency card information to the school.

The ***Code of Conduct and Discipline*** is published once a year and may not contain subsequent changes in policy or procedure. When a policy or procedure is revised, the change will be communicated through school newsletters or other means of communication, at which time the published revision shall replace previous information. For the most current policy or procedure information, visit the Calhoun County School District's website: www.calhounflschools.org.

Video cameras have been installed throughout the buildings on the Calhoun County School District campuses. Video and audio devices have been installed on district buses. Students may be filmed and the videotapes may be used to determine violations of the Code of Conduct. Only authorized school personnel may view a video/audio recording when the need arises due to the protection and privacy of other students.

SCOPE OF AUTHORITY

The ***Code of Conduct and Discipline*** applies to all students enrolled in a CCSD school. The code is in effect on Calhoun County School Board owned or controlled property and whenever students are under the official supervision of Calhoun County School Board employees, including but not limited to: field trips, extracurricular activities, or while being transported to and from such places either by school bus, approved drivers, or other official means of transportation.

This ***Code of Conduct and Discipline*** applies to students who are formally charged with the commission of a felony, or delinquent act, which would be a felony if committed by an adult, and when such conduct is determined by the student's principal to have a detrimental effect on the orderly operation of a school, or to jeopardize the health, safety, or welfare of students and staff members of a school.

A student may be subject to school board authorized disciplinary sanction when he or she commits an act or acts away and apart from school that can be shown to pose a threat or danger to the safety of other students, staff, or school property and/or that the act or acts will prevent the orderly delivery of the instructional program at any school [**Florida Statute 1006.09(2)**].

STUDENTS SUBJECT TO AUTHORITY BY SCHOOL PERSONNEL

Florida Statute 1003.31 establishes that all students enrolled in the Calhoun County School District are subject to the law, rules, regulations, and policies of the State of Florida and the Calhoun County School Board anytime:

1. a student is on School Board owned property;
2. a student is attending school;
3. a student is on a school bus;
4. a student is being transported to or from school or school-sponsored events; or
5. a student is in attendance at or participating in a school-sponsored activity.

School personnel have the right to question students concerning school matters without notice to or consent of the student's parent(s) or legal guardian.

During such times, all students are subject to the immediate control and direction of district and school level administrators, deans, supervising teachers, or other adults (such as chaperones), staff members, and school bus drivers.

ATTENDANCE POLICY AND TRUANCY PROCEDURES

Grades K-12

Each parent of a child within the compulsory attendance age shall be responsible for such child's school attendance as required by **F.S. 1003.24**. **Florida Statute 1003.26** requires the parent of a student to justify each absence of the student. The justification will be evaluated based on adopted district school board policies that define excused and unexcused absences.

Excused absences may only be used for the following legitimate, documented reasons:

- Illness and/or medical care
- Absences for treatment of autism spectrum disorder (HB 7069)
- Death in the Family
- Legal Reasons
- Religious Holidays or instruction
- Financial or other insurmountable circumstances as determined by the prior approval of the principal
- Head lice, a maximum of two days for each occurrence
- Planned absence approved in advance by the principal/designee

Examples of unexcused absences may include:

- Missing the school bus
- Oversleeping
- Shopping and/or pleasure trips
- Excessive illness (without physician verification that medical condition justifies a pattern)
- Failure to communicate the reason for the absence with the school

It is the responsibility of the parent(s) or guardian(s) to provide a written statement indicating the reason for **ALL** absences within **three (3) days** of the student's return to school.

A parent note will be accepted for **any three (3)** absences during the grading period. Any

other absences will only be excused with a note from a doctor, dentist, school health nurse/aid, funeral program of an immediate family member, or documentation for a legal reason. Final determination of whether an absence or early dismissal is excused or unexcused is the responsibility of the local school principal/designee. Any planned absences, other than medical appointments, must be approved in advance by the principal/designee.

When a student has **three (3) or more unexcused absences** in a class during a nine (9) week grading period, the student will receive a grade of no more than 59 (F).

When a student receives a 59 (F) as a result of unexcused absences, a meeting will be scheduled with the student and/or their parents to discuss the attendance issues. An attendance contract will be offered to allow the student to replace the 59 grade(s). If the student completes the terms of the contract, the 59 grade(s) will be forgiven and replaced with the appropriate grade earned for that grading period at the end of the school year.

Make-Up Work

- Student must contact their teacher upon returning to school for make-up and assignments
- Make-up work must be turned in within 5 school days from the absence
- When given advance notice of a test or assignment, it must be turned in on the day the student returns to school after the absence
- Missing work due to an absence will be given a grade of "1" until the work is made up. When the make-up period has expired and the work is incomplete, the grade will be changed to "0"
- If the teacher is absent when a student returns to school from an absence, the time to make up work may be extended
- Extension of the amount of time to make-up work can be approved by the principal

For students in grades 6-12, when attending a school sponsored club event or field trip, they must be present the day before the trip and day after the trip for the school sponsored trip to be an excused absence. The principal may excuse the absence for a legitimate, documented reason.

Recurring Illness

When a student has a recurring or chronic illness, parents will be required to have their medical doctor certify the extent of the illness each nine weeks. **F.S. 1003.24** states if a student is continually sick and repeatedly absent from school, he or she must be under the supervision of a physician in order to receive an excuse from attendance. Such excuse provides that a student's condition justifies absence from more than the number of days permitted by the district school board. The **Physician's Certification Form** must be picked up from the school principal.

Tardiness

Students are expected to be in class on time and remain in class until the end of the class period. Students who arrive to class 10 minutes late or leave class 10 minutes early will be issued a Late Absence for that period. The school principal will determine if the Late Absence is excused or unexcused. Three unexcused Late Absences in a grading period will be considered an unexcused absence for that period.

Incentives for good attendance are encouraged, but will be at the direction of the individual school principals.

Students with a continued pattern of absence will be referred to Truancy Court.

EXCUSED ABSENCES**REQUIRED ACTION**

Any three absences	Note licensed health care practitioner or behavior analyst
Therapy from licensed health care professional for the treatment of autism spectrum disorder	Note from doctor, dentist, or school health nurse/aide
Family death/illness	Parent note for days absent
Chronic/long-term illness	Medical documentation Physician's Certification Form
Parent trips	Pre-approved by principal
Educational trips	Pre-approved by principal
School-sponsored activity	Pre-arranged with administration (student marked "present")
Judicial action	Copy of subpoena or summons Notice of juvenile detention
Military dependents visits in time of combat duty	Approved by principal
Religious holidays	Prior written notice to principal or teacher

SCHOOL RESPONSIBILITY AND AUTHORITY RELATED TO TRUANCY

If a student has had at least five (5) unexcused absences, or absences for which the reason is unknown, within a calendar month or ten (10) unexcused absences, or absences for which the reason is unknown, within a 90 calendar day period, the student's primary teacher shall report to the school principal/designee that the student may be exhibiting a pattern of non-attendance.

The principal shall, unless there is clear evidence that the absences are not a pattern of nonattendance, refer the case to the school's child study team to determine if early patterns of truancy are developing.

If the child study team finds that a pattern of nonattendance is developing, whether the absences are excused or not, a meeting with the parent must be scheduled to identify potential remedies.

After fifteen (15) unexcused absences accumulate within any ninety (90) calendar days, the District will determine the appropriate steps for the enforcement of the Florida Compulsory Attendance Statute, **Florida Statute 1003.21**.

TRUANCY

In accordance with the provisions of Florida Statutes, Chapter 232--Compulsory School Attendance, Child Welfare; Chapter 399--Florida Juvenile Justice Act; School Board Policy, and the Florida Administrative Code Rule 6-A-6.0713, the parties hereto enter into the following cooperative agreement for improving attendance and dealing with truant students of compulsory school attendance age residing in Calhoun County, Florida.

Truant: The child is absent three (3) days or three (3) class periods without permission of the school with or without the knowledge or consent of the parent or guardian.

Habitual Truant: The student has nine (9) unexcused absences within a semester with or without the knowledge or justifiable consent of the child's parent or legal guardian and is not exempt from attendance by virtue of being over the age of compulsory school attendance or by meeting the criteria in s. 232.02, s. 232.06, s. 232.09, or any other exemption specified by law or the rules of the State Board of Education. Standard procedures will be used for truancy.

Any student who has excessive unexcused absences during a grading period may be referred for a truancy hearing.

TARDY POLICY

Unexcused tardies in each class will result in the following disciplinary action for every nine weeks:

1 st	Clerk records
2 nd	Clerk records and parents are notified via School Messenger phone call
3 rd	Clerk records, administrative conference, and parents notified via School Messenger phone call
4 th	1 day of ISS
5 th	3 days of ISS
6 th	5 days of ISS

ATTENDANCE CHECK

Attendance is checked and reported to the office **every period during the day**. If a student is marked absent, but was present earlier in the day and did not sign out, it will be assumed that he/she left the campus without permission. The teacher's records will be the final determination.

OUT-OF-SCHOOL SUSPENSIONS

Out-of-school suspensions will not count toward the student's absences allowed during a nine weeks grading period. Students will be permitted to make up work missed. Conduct grades may be affected by out-of-school suspensions.

IN-SCHOOL SUSPENSIONS

For students who receive In-School Suspension (ISS) absences will not count towards the student's absences allowed during a nine weeks grading period. Students will be allowed to complete their assignments while they are in the ISS program. Students assigned to ISS are not given the option of out-of-school suspension. Students will not be allowed to return to school unless the ISS program is completed. Students that receive Out-of-School Suspension while they are in In-School Suspension will not be allowed to make up their work.

MAKE UP WORK

Upon returning to school after a period of absence, the student will have five (5) days to make up any daily work missed due to an excused absence. The time scheduled will be at the teacher's convenience and it will be the student's responsibility to make the arrangements. If a student misses a unit test, the test must be made up within five (5) days after returning to school. Again, it will be the student's responsibility to make arrangements, and it will be at the teacher's convenience. If the student has not met these requirements he/she will receive zeros.

EXTRA CREDIT

At the teacher's discretion, a student may earn extra credit points during a nine-week's session in a subject. From one to three (1-3) points may be earned by each student for an assigned project, report or other special assignment which is approved by the teacher in advance provided the assignment relates to appropriate classroom studies and the special assignment must be above and beyond any assignments made during the nine week's grading period. Extra points are to be added to the average grade for the nine weeks.

DRESS CODE

Students have the responsibility to dress appropriately, which final determination shall be that of the Principal. A student's dress should show respect for self and others and shall not be permitted to disrupt the teaching and learning environment. Each school board shall adopt a dress code policy that prohibits a student, while on the grounds of a public school during the regular school day, from wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. **F.S. 1006.063**. The final determination shall be that of the Principal or their designee.

Students Grades 3-12: Student dress and personal grooming are the responsibility of the student and parent. In the final analysis, the building administrator has the responsibility to interpret that which negates a reasonable standard of conduct and appearance. Students whose personal attire or grooming distracts or may distract others from school work shall be subject to the following:

- 1st offense - Verbal warning, parents called, allowed appropriated time to make required changes and return to class. (Class time missed will be unexcused.)
- 2nd offense - Disciplinary action will be taken after required changes are made. The student is ineligible to participate in any extracurricular activity for a period not to exceed 5 days and the school principal must meet with the student's parent or guardian.
- 3rd offense - Three days of In-School Suspension will be assigned after required changes are made, the student is ineligible to participate in any extracurricular activity for a period not to exceed 30 days, and the school principal must call and send a written notice of such to the student's parent or guardian.

All additional infractions will be treated as Insubordination.

Students must comply with the following rules:

- 1. Footwear is required while on school property for reasons of health and safety.
- 2. Shirts must be worn at all times. Tank tops, see-through materials worn without undershirts, and halter tops shall **not** be worn to school.
- 3. Shirts must be long enough to cover the stomach and back area completely at all times. (When hands are fully extended above the head, etc.)
- 4. Spaghetti-strap or strapless shirts or dresses are not permitted. Sleeveless shirts or dresses for females must be 4 fingers wide at the shoulder.
- 5. Male students cannot wear sleeveless shirts.
- 6. Female clothing shall not expose any cleavage.
- 7. A student's attire must cover all undergarments.
- 8. Appropriate shorts and skirts are allowed if they are no more than **5 inches** above the kneecap when the student is standing. This rule applies even if biking shorts, tights or leggings are worn under the shorts or skirts.
- 9. No biking shorts, spandex material, or tight fitting shorts/clothing may be worn.

10. Jeans with holes, the holes can't be any higher than **5 inches** above the kneecap when the student is standing.
11. Drop pants or shorts (those worn below the waistline or those that display what is or appears to be an undergarment) will not be permitted for any students.
12. Hats, caps, and scarves are not allowed to be worn in the building. Pajamas, bedroom slippers, bandanas, kerchiefs, head stockings, hair rollers, and combs shall not be worn at school.
13. Clothing that promotes or endorses vulgar, alcoholic, tobacco, sexual, or offensive themes are prohibited.
14. Tattoos or body art that promotes or endorses vulgar, alcohol, tobacco, sexual, gang or offensive themes must be covered at all times.
15. Any clothing that is or could be interpreted as gang related is prohibited at school.
16. Wallet chains, "dog" collars, or other inappropriate chains or jewelry will not be allowed.
17. No visible body piercing except earrings will be allowed for students in grades PK-8.
18. Any other items worn or carried that are deemed inappropriate by the Principal are prohibited.
19. Inappropriate items confiscated (inappropriate items of clothing, etc.) may be picked up in the office by the parent or legal guardian.

PUBLIC DISPLAY OF AFFECTION

Students shall conduct themselves in a suitable manner on the school grounds. Unacceptable displays of public affection will not be permitted.

BUILDING HOURS

The school building hours are from 7:00 A.M. until 3:15 P. M. The school cannot assume responsibility for a student who arrives before 7:00 A. M. or stays beyond 3:15 P. M. unless he/she is taking part in a supervised activity.

SCHOOL FACILITIES/LIABILITY

House Bill 175 provides that students are considered under the control and supervision of the school when they are on the premises during a reasonable time before and after school and while attending or participating in a school-sponsored activity at the school site. Reasonable time is defined as 30 minutes before and after school.

Athletic Contest and Extra-Curricular Activities

Any student that conducts his or herself in an unsportsmanlike manner or is corrected for misbehaving at either middle school or high school events will be barred from future games. These games are for enjoyment and not to be used for any other purpose. Behaviors such as running, horse playing, throwing paper, ice, or any other objects will not be tolerated. All rules which apply in school hours also apply during athletic events as this is a school function.

Students should be picked up by a responsible person within 15 minutes of the end of the activity. Parents without phones are to make previous arrangements to pick up their child.

LEAVING SCHOOL DURING THE SCHOOL DAY

After arriving on the school campus a student is under the jurisdiction of school personnel. Under no circumstances shall a student leave the campus before dismissal time unless the office has granted permission. Notes alone will not be accepted for a student to leave campus during the day; parents/guardians **must** call the school. After approval has been granted, the student must sign out, giving his/her whole name, destination, and the time. If the student returns to the school that day, he/she must also sign in, noting the time of the return. **Between 11:00 a.m. and 1:00 p.m., students in grade 9 –11 may not sign out without administrative approval unless the parent/guardian comes into the office and signs the student out.**

HOMEROOM DUES

Class dues are assessed at \$15.00 for freshman, sophomores, and juniors and at \$25.00 for seniors each year. Failure to pay will result in the student being suspended from participation in all extra-curricular activities.

OFFICER POLICY

No student may hold more than one major office (president, vice president, treasurer, or secretary) during a school year. This includes all officers of clubs and organizations.

ASSEMBLING BEFORE SCHOOL, LUNCH AND AFTER SCHOOL

Students may not assemble in the halls before school, lunch, between classes or after school. Doors to the main building will be opened at 7:30 A.M. to allow students to go to their lockers. All parking lots are off limits during school hours. Only seniors will be permitted to drive off campus to lunch. When the afternoon dismissal bell rings, students are asked to leave the campus unless they are involved in a school activity. At no time during the school day should students sit in or loiter near automobiles.

LUNCH POLICIES

There will be no charging in the lunchroom. All accounts must be funded to make purchases. This must be done before school or at break.

The Cafeteria: The cafeteria is operated on a non-profit basis for the welfare and convenience of the students. Students will be expected to behave in an orderly fashion and cooperate with the dietitian and other staff. The lunchroom personnel having a limited amount of cash cannot provide change for students. Food eaten outside cannot be carried into the buildings.

Underclassmen Lunch Policies: Blountstown High School has a closed lunch policy. Only Seniors are allowed to leave campus for lunch. Sixth through eleventh grade students are to remain on campus for lunch. Students are encouraged to participate in the lunch program available in the school. Students will remain within the parameters designated for lunch times. If parents bring lunches, they should be taken to the front office for student pick up.

Senior Lunch Policies: Students who leave campus during the lunch period must have a signed parental permission form on file in the office. If a senior takes an underclassman off campus for lunch, the student will lose their lunch privilege for the remainder of the school year. Underclassmen will receive disciplinary action. Seniors are not allowed to bring food back to underclassmen. Seniors who are habitually late returning from lunch will lose their lunch privilege.

MEDIA CENTER

The Media Center is open daily from 7:15 A.M. until 3:15 P.M. The Media Center is designed to be a quiet place for study and reading. Students who do not behave accordingly will be asked to leave.

TELEPHONE USE

A student may use the office phone **only** with office staff permission and in case of emergency. School telephones are for official use only.

HALL PASSES

A student must have a hall pass if he/she is to be out of the classroom. It is the student's responsibility to gain permission before leaving the classroom. Students are not allowed to visit other classes during class time.

CARE OF TEXTBOOKS

All textbooks used at BHS are charged to the school and must be accounted for. When a book is issued to an individual, it becomes his/her responsibility to take care of that book and to reimburse the school for any unnecessary damage or for the loss of the book. Book checks will be made periodically. Students are expected to keep their textbooks in their possession or in locked lockers.

Failure of a student to pay for damages or lost instructional materials will cause the student to be suspended from participation in all extra-curricular activities. If a student owes school debts from previous years, textbooks will not be issued until debts of previous years are paid.

CONTROLLED OPEN ENROLLMENT PLAN **CALHOUN COUNTY SCHOOL DISTRICT**

Calhoun County School District shall continue to offer controlled open enrollment in all of the five district schools. If parents wish for their child to change schools or attend a school out of their transportation district, then they can apply at the school of choice between March 27 and May 1st of the upcoming school year. Parents will also place a second and third place choice on the letter of application. This process will not be necessary for students attending any school prior to the initiation of the application procedure. If a school reaches capacity, then assignments will be made up to the educational capacity of the school, in accordance with the racial, and ethnic diversity guidelines and the following preferences:

- A. Sibling Preference
- B. Random Lottery Number

Students who cannot be accommodated at their first choice school will be assigned to their second or third choice depending on seat availability. Students also may be placed in an eligibility pool for possible re-assignment to their first choice school at the beginning of the next semester if space becomes available in their particular grade level. Hardship cases may be appealed to the School Board on an individual basis.

Student transfer procedures will permit equitable, but limited and necessary movement of students from school to school. Once a student enrolls in or is assigned to a school, they must request School Board permission to transfer to another district school during the school year. All transfers will be made at the change of semesters.

Calhoun County School District will continue to design bus routes that will accommodate controlled open school enrollment within the confines of safety and economic feasibility. At the present time, there are two bus connection points in the district whereby students can transfer and connect to a school of their choice.

The district shall make information available to parents to assist them in making informed choices about where to send their children to school. This information will provide statistical data as well as general information about each of the four schools in the district. Additional information can be provided on an individual basis on request. For further information contact:

Debbie Williams
20859 Central Avenue East Room G-20
Blountstown, FL 32424
850-674-8733 ext 21

LOCKERS

The homeroom teacher issues school lockers and locks (only school locks will be permitted and all others will be removed) to students. They are the property of the Calhoun County School Board and are subject to inspection at any time. It is a student's responsibility to keep his/her locker in good order, and all lockers must have a lock and be kept locked. It is not advisable to leave anything of value in lockers. Books or other items taken from lockers are the responsibility of the owner. Students are prohibited from sharing lockers with other students.

GYMNASIUM

The gymnasium floor should be cared for at all times. No hard-sole shoes may be worn on the floor. The gymnasium will be used after school hours only with the permission of the athletic director or an administrator. Smoking is prohibited in the gymnasium. Gym lockers will be issued only to those students with locks.

CARS AND STUDENT PARKING

Blountstown High School Parking Regulations

It is a privilege, not a right, to park on school grounds. Students are permitted to park on school property as long as they abide by the parking policy and have filled out the necessary paperwork. Students must park in student parking only. VIOLATION CAN RESULT IN LOSS OF PARKING PRIVILEGES (1st offense - loss of parking for one week / 2nd offense - loss of privilege for two weeks / 3rd offense - loss of privilege for rest of year.)

The school retains the authority to conduct routine patrols of parking areas. The interior of a student's vehicle may be searched if the school authority has reasonable suspicion to believe that a search will turn up evidence that the student has violated or is violating either the law or school policy. Students must obtain a Blountstown High School Parking Permit before they will be allowed to park on campus.

In order to obtain a Blountstown High School Parking Permit, student drivers must agree to the following rules and policies, sign the registration form and pay the \$10 permit fee. Students who do not wish to pay will be assigned a parking space by the school. The Blountstown High School Parking Permit will be revoked if the student driver does not abide by these policies and rules.

General Parking Regulations

-Students are required to register their vehicle and license plate numbers at the Blountstown High School office in order to drive to school. All registered drivers are required to park on school

property and may not park on streets in the surrounding neighborhoods or community. - To obtain a BHS Parking Permit, students are required to have a valid Florida Driver's License.

-Registered drivers are required to register all students who carpool with them- The BHS parking permit tag must be displayed at all times.

-Students are required to observe a 5 mph driving speed at all times when in school parking lots.

-Students are required to observe all posted neighborhood school zone speed limits at all times.

-At all times while on school property and within the surrounding school driving zones, vehicle stereo volume must be kept at a sub-nuisance level.

-At all times while on school property and within the surrounding school driving zones, vehicle stereo music must be free from profanity.

-At all times while on school property and within the surrounding school driving zones, students may not use tobacco or other drug-related products while in their or anyone else's vehicle.

-Student drivers are required to observe all faculty and adult directives at all times while they are in their vehicles on school property and in the school zones immediately surrounding the school.

-Cars must be locked at all times. The school is not responsible for any automobile or its contents.

-Students are not to loan their cars to others.

-If driving a car other than the registered car with a sticker, students must report to the Main Office before 8 am to receive a temporary pass.

-Students are to respond to parking lot monitors in a respectful and cooperative manner.

-At the time of purchase all drivers must produce:

A) Valid driver's license

B) Current registration

C) Proof of insurance

D) Signed BHS rules form

-The parking permit will have a number on it that identifies the student driver. It should be hung from your rear view mirror with the number facing out at all times. (There will be no exceptions).

-Students who let another student use their parking permit will lose their permit for the remainder of the year.

-Park only in your designated spot in the parking lot and never block the passage of buses or students. Do not park in the faculty/visitors parking lot, the main driveway, or handicapped areas.

-Even the slightest auto accident on school grounds must be reported to the office at once.

-Only cars with permits are allowed to park in the student parking lot. Visitors or parents dropping off students must do so in the parking lot to south end of the front of the main office.

Before School Parking Regulations

-Upon morning arrival, students are required to exit their vehicle within 5 minutes of parking.

-Upon morning arrival, students are not permitted to leave the parking lot in their vehicle and return. Once student drivers arrive at school, they are required to stay at school until the end of the day unless they are signing out for an appointment which is approved by a parent.

-Upon morning arrival, students are required to proceed immediately to the school building. They may not loiter in the parking lot, surrounding green spaces.

-Upon morning arrival, students are not permitted to exit their vehicle and enter other vehicles (parked or passing).

-Upon morning arrival, students are not permitted to allow any non-carpooling student to enter their vehicles (parked or passing).

-Upon morning arrival, students must park in their assigned space and always provide clearance for traffic and other parked vehicles.

-Upon morning arrival, students are not permitted to park in the spaces reserved for faculty or visitors.

After School Parking Regulations

-Unless students are participating in an afternoon school-related activity, commitment or club, or waiting for siblings in after school activities, all drivers must exit the parking lot 15 minutes after

the final school bell.

-Students, registered drivers, their passenger, or any other non-driving students, are not permitted to loiter or gather inside or outside of their vehicles, the parking lot, or surrounding green spaces after 2:45 p.m.

-When exiting the parking lot, students are required to observe all specified traffic patterns.

Parking Lot

For the safety of students, parents, teachers, and school visitors, students are not permitted to congregate in Blountstown High School campus parking lots before, after, or during school hours. Students who gather in the parking lots will be subject to disciplinary action.

FIRE DRILLS

The signal for a fire drill is a loud continuous sounding of the fire alarm.

Evacuation routes are posted in each classroom. In the event a group finds an exit blocked, the teacher in charge will then lead the group to the next appropriate exit.

Students should not be allowed to talk, run, or loiter during the drill. Upon the sounding of the fire alarm, teachers will hold up to 3 minutes until announcement is made to evacuate or evacuate immediately if fire is seen or smoke is smelled. Each group should proceed away from the building until the end of the line is at least 100 feet from the building.

Students are not to stop between buildings, nor are they to block exits. Students should not return to the rooms until the sounding of the "all-clear" signal.

Fire alarms are located at strategic spots throughout the school buildings. These alarms are for the protection of the students, and it is against school and state regulations for a person to tamper with a fire alarm. Anyone who violates this regulation will be suspended from school.

TORNADO DRILLS

At the continuous sounding of the school bell, all students will cease work and listen to the direction of the teacher. In the event that the electricity is off, the signal will be the blowing of an official whistle. Individual teachers will give directions as to the locations in which the students should congregate.

SICKNESS AT SCHOOL

When a student becomes ill at school, he/she should ask the teacher for permission to call home. If no one is available to pick the student up, he/she may rest in the sickroom for a period of time up to 30 minutes. Students must have a note from the classroom teacher before reporting to the sick room. If the illness is of a more serious nature, it will be dealt with on an individual basis.

Students with special health problems, such as severe allergic reactions or seizures, should convey this information to the school faculty and staff.

MEDICATIONS

All medications/prescriptions must be checked in through the school office and a permission to dispense form must be completed and signed by the parent. A log will be maintained by the office staff of all medications administered at school. Medication must be in its original container as prescribed and will be kept in a locked cabinet. Students in possession of prescription medications while at school will be subject to the Zero Tolerance Policy in the Code of Conduct. Students aren't allowed to carry any medication on them at any time.

VISITORS TO CAMPUS

All visitors should go to the office immediately upon arrival on campus. Visitors must present a valid driver's license. A Visitor's pass will be issued which must be worn at all times while on campus. School board policy does not allow student visitors on campus during regular school days.

ASSEMBLIES

Behavior during assemblies is indicative of the general conduct of the student population. Students should be courteous and follow general school rules. If a student should not elect to comply, the student may be removed from the assembly and may be banned from attending other assemblies. If a situation such as this occurs, the students would be required to remain in detention during subsequent assemblies.

SCHOOL INSURANCE

The School Board has purchased a student accident policy which covers all our students who are injured while participating in school sponsored activities. **This is accident coverage only and will not replace your current health insurance.** Claims must be filed with your own health insurance carrier first. All accidents need to be reported to the office as soon as possible.

PARTIES, PICNICS, DANCES, ETC.

School functions, if at all possible, should not be held on nights preceding a school day.

No swimming will be permitted at a school-sponsored activity, nor will an activity be held at a place where swimming facilities are available, except by the approval of the school board.

Homeroom parties must include only members of that class and chaperone(s).

There will be no class or homeroom parties during the regular school day, including birthday and surprise parties.

Inviting guests to organization parties will be left to the discretion of the sponsors.

Persons attending school functions should remain inside the building until the function is over. Any person leaving will not be allowed to return except in case of an emergency, and the adult in charge will make that determination.

Any person leaving a school function is expected to leave the campus immediately.

There will be no loitering, sitting in cars, smoking or consumption of alcoholic beverages on campus or at any official school function off campus. Persons who are not attending school functions should not loiter on the campus.

The school board gives the necessary backing to the school administration and faculty to engage in the use of the City Police Department and/or the Sheriff's Department to cause those who are violating any of the above-mentioned items to be removed from the campus and dealt with according to the law.

PROM

1. The prom will be closed. Spectators will not be allowed to attend the prom – this includes parents.
2. Only students in 11th and 12th grade HOMEROOMS are allowed to attend and to invite one other guest to the prom.
3. No other students are eligible to attend unless invited by 11th or 12th graders.
4. Guest must arrive and enter the prom together.
5. Prom invitations are not transferable.
6. Invited guest **MUST** be in at least the ninth grade and not over the age of 20. Only invited guests and those asked to serve will attend.
7. Prom guests must show their invitation at the door.
8. Guests will not be allowed to re-enter the prom after leaving.
9. A student on out-of-school suspension will not be allowed to attend the prom.
10. CARE students will not be allowed to attend the prom either as a member of the Junior or Senior class, or as an invited guest of another Junior or Senior.
11. Appropriate dress is required, or you will not be allowed to enter. This will be left to the discretion of the principal and /or sponsors.

Girls: Gowns may have straps or be strapless, providing there is no excess cleavage displayed, and the back goes no lower than the natural waistline. “Cutouts” in fabric will not be allowed. Slits in dresses should not be higher than 3 inches above the knee.

Boys: Dress appropriately for the occasion. Formal wear does not include blue jeans, sneakers, and everyday shoe/boots. Formal wear requires that you wear a tie and jacket – this is a formal occasion. Business suits and most tuxedos rented from a “prom” store would be considered acceptable when combined with “dress” shoes.

SCHOOL SPONSORED TRIPS

Students participating in school-sponsored trips must submit, in advance, a signed parental permission form giving consent for the trip and releasing the school from all liability.

Students participating in a school-sponsored trip must remain in the care of the chaperone-in-charge. Pre-trip approval must be obtained from the administration for any exception to this policy.

Students’ dress and behavior should be such that it creates a favorable impression of the school and community.

Students will be expected to make up any missed schoolwork; however, a school trip will not count as an absence from the classes missed.

Any senior receiving out-of-school suspension at any time during their senior year will not be allowed to go on the senior trip.

CONDUCT ON SCHOOL BUSES AND OTHER SCHOOL VEHICLES

Any student eligible to be transported is expected to abide by rules of conduct for riding the bus or other school vehicle in order to assure the safety of all students. Students are expected to ride their respective assigned buses and not ride any other bus except under conditions of emergency or as directed by the school principal. Violation of district school board transportation policies, including disruptive behavior on a school bus or at a school bus stop, by a student is grounds for suspension of that student's privilege of riding on a school bus and may be ground for disciplinary action by the school and may also result in criminal penalties being imposed. **F.S. 1006.07**

Video cameras and audio devices have been installed on district buses. Students may be filmed and videotapes may be used to determine violations of the Code of Conduct and Discipline. Only authorized school personnel may view a video/audio recording when the need arises due to the protection of other students' privacy.

Bus Rules of Conduct

Students shall obey the following rules:

1. Be on time and stand off the roadway while waiting for the bus. Students are expected to adhere to bus rules on conduct at all designed bus stops.
2. When crossing the roadway, be sure that the road is clear of traffic in both directions. Students shall cross the roadway ten (10) feet in front of the bus so that the driver can observe the student at all times.
3. Follow all directions given by the driver.
4. Remain in the bus seat at all times until departure at an assigned stop. The bus driver may assign seats when necessary to maintain order.
5. Use ordinary quiet conversation and classroom conduct. While the bus is stopped for railroad crossings, students should remain silent.
6. Do not talk to or distract the driver while the bus is in operation.
7. Refrain from foul language or racial slurs.
8. Keep hands, feet, arms and head to yourself and inside the bus at all times.
9. Do not throw paper or other rubbish on the floor or otherwise litter, mark, deface, or damage any part of the bus.
10. Do not throw any objects from the bus.
11. Do not tamper with the emergency exit.
12. Gum chewing, eating, drinking, and/or smoking are prohibited on the school bus.
13. Balloons, any sharp instrument, weapon of any type, glass containers, animals or pets, large band instruments, skateboards, or other potentially hazardous objects are prohibited on the school bus. The only approved exception is band instruments that can be placed under the bus seat.
14. Keep small objects such as balls, books, or toys that are loose off the floor. These could get underfoot and cause passengers to trip or fall. Sports equipment must be placed in an equipment bag at all times.

Consequences for Misbehavior on the Bus

1st Bus Referral-The bus driver will have a conference with the student's parent/guardian and/or school administrator. The school administrator will provide written documentation of the meeting.

2nd Bus Referral-The school administrator shall suspend the student from the bus for a period of 3 to 5 days.

3rd and 4th Bus Referrals- The school administrator shall suspend the student from the bus for a period of 5 to 10 days.

5th Bus Referral-The school administrator shall recommend bus expulsion.

School administrators are not required to follow these discipline steps, if in their opinion; the misbehavior is severe enough to bypass the steps. Acts of violence and acts that endanger the safety of others warrant the bypassing of the steps and may result in criminal penalties being imposed.

School administrators have the discretion to repeat 1st and 2nd referral steps with students due to their age and/or level of understanding.

DROP OFF OR PICK UP STUDENTS

Town students for 6th – 8th grades should refrain from coming on campus before 7:15 each morning. **THERE IS NO STUDENT SUPERVISION PROVIDED BEFORE 7 A.M.** Town students are to go home immediately after school unless they are involved in a school activity. Only bus traffic will be allowed in the bus-loading zone between the hours of 2:30 and 3:30 p.m.

Parent Drop-off and Parent Pick-up Locations: Middle school students should be dropped off in the morning and picked up in the afternoons in the front parking lot in front of the auditorium. Parents need to enter the main entrance of the school. Upon arrival at school, all 6th – 8th grade students should report to the auditorium and follow the direction of the duty personnel. **Parents are advised not to arrive before 2:30 p.m. for afternoon pick-up.** High school students should be dropped off and picked up in front of the administration building. Parents should enter the first driveway that goes in front of the gym for drop off and pick up.

CHANGE OF ADDRESS

Students are responsible for notifying the guidance office of a change of address and/or telephone number. It is the responsibility of parents to notify the school if a student moves out of district. Students must then meet requirements as established by the Code of Conduct by the Calhoun County School Board. Failure to do so may result in student's withdrawal from the school.

WITHDRAWAL PROCEDURES

A parent or guardian needs to notify the guidance office the day before the withdrawal. On the last day of attendance, the student will receive a withdrawal form, which must be completed. The student must return all books and pay all debts before records can be sent to another school.

GRADING SYSTEM

Blountstown High School uses the nine-week grading period.

Florida Statewide Grading Scale:

Grade	Percent	Grade Point Value (GPA)
A	90-100	4.0
B	80-89	3.0
C	70-79	2.0
D	60-69	1.0
F	0-59	0.0

Promotion and Grading Information for 6th – 8th

Regular School Promotion: In order to be promoted to the next higher grade a student must;

1. Meet the state approved curriculum framework outcomes.
2. Pass ALL core courses (Reading, Math, Language Arts, Science, and Social Studies.)

Grading Policies and Determination:

1. Each nine weeks average grade in each subject shall be derived as follows: There shall be a minimum of 13 recorded grades in a grading period, at least nine of the thirteen should be daily grades and four derived from tests, reports, notebooks, book reports, projects, and special assignments. The daily average grade will count as 33%, and the average test grade will count as 67% of the nine week grade in any subject.
2. Explanation of daily grades
Examples of daily grades are routine homework assignments, both written and/or reading assignments, daily papers done in class, participation when discussions are being held in class or when a question and answer session is taking place, evidence of diligent study when reading assignments are made in class, or a brief daily test. When necessary, each teacher should keep at least six to nine samples of daily work each nine weeks to document the quality of work that is being done and the daily grades being given. At least one daily grade will be recorded each week of the nine week grading period to reflect that week's work.
3. Absences
An **excused** absence will be given if a student has a written statement from the parent or legal guardian (see "Attendance policy") indicating that the absence was due to one of the following reasons:
 - a. Illness and/or medical care
 - b. Death in the Family
 - c. Legal Reasons
 - d. Religious Holidays or instruction
 - e. Financial or other insurmountable circumstances as determined by the prior approval of the principal
 - f. Head lice (a maximum of two days for each occurrence)
 - g. Planned absence approved in advance by the principal/designee

When a student is absent from school and wishes to make up a test or work missed, the student

must contact the teacher upon returning to school unless the teacher is absent, in which case each day of the teacher's absence would extend the time allowed for a student to request make-up work. Make-up work must be done within 5 school days or extended with administrator approval. If a student has been given advance notice of a test or assignment the student must take the test and hand in the assignments on the day of his/her return to school.

4. The semester average grade will be determined as follows:

6th, 7th, and 8th Grade

a) Each nine weeks grade will be 50%
5. When a final grade is given in a subject at the end of the school year such grades will be derived by averaging the semester grades.
6. At the teacher's discretion, extra credit points may be earned by a student during a nine weeks session in a subject. From 1-3 points may be earned by each student for an assigned project, report, or other special assignment which is approved by the teacher in advance provided the assignment relates to appropriate classroom studies. Special assignments must be above and beyond any other classroom assignments made during the nine weeks grading period. Extra points are to be added to the average grade for the nine weeks.

Report Cards: Report cards will be issued after the close of the nine weeks grading period as directed by the district schedule. Students should make sure that parents receive their report cards.

Honor Roll: Students who make all "A's" for any nine weeks period will make the A honor roll for the nine weeks. No grade below an "A" will be allowed. Students who make all "A's and B's" for any nine weeks period will make the "B" Honor Roll. No grades below a "B" will be allowed.

Promotion and Grading Information for 9th – 12th

a. 24-Credit Program

Completion of the general 24 credits for high school graduation as specified in **s. 1003.43, F.S.** Students who entered their first year of high school in the 2007-2008 school year and thereafter and who choose the 24 credits option are required to satisfy graduation requirements as specified in **s. 1003.428, F.S.**

1. A student's first year in high school they are classified as a 9th grader.
2. A student who has completed one year in high school is classified as a 10th grader.
3. Upon completion of 12 credits a student will be classified as an 11th grader.
4. Upon completion of 18 credits a student will be classified as a 12th grader.

(These classifications do not apply to junior/senior privileges.)

b. ACCEL Program

Identical to the 24-credit program option except

1. 1 credit PE not required
2. 3 electives instead of 8
3. Online course is not required
4. All other graduation requirements for a 24-credit standard diploma must be met based on grade 9 cohort year

Students who plan to graduate with the 18 credit option must declare no later than September 1 of their junior year. Students and their parents will be required to complete a contract outlining course requirements and timelines for graduation.

STANDARDS FOR GRADUATION

A. Types of Diplomas

1. Standard Diplomas

A student may be awarded a standard diploma if he/she does the following:

- a. Obtains the required courses and a minimum of 24 credits.
- b. Obtains the required courses and a minimum of 18 credits (ACCEL Program)
- c. Achieve required passing score on FSA or state approved concordant.
- d. The requirement for meeting the minimum grade point average for high school graduates is that students must have an overall cumulative GPA of 2.0 or above on a 4.0 scale. This would require the inclusion of all high school courses taken in the student's educational program, except those courses to which a forgiveness policy has been applied. **(FS 1003.43)**

2. Certificate of Completion

A certificate of completion will be granted a student after a minimum of at least 12 years of education (excluding kindergarten) and when a pupil has successfully completed the district requirement of 24 credits for graduation, but has failed to pass FSA or maintain a cumulative grade point average of 2.0. If the student refuses the Certificate of Completion, he may enroll in a full or part-time "13th year program" (**FS 1003.43**). If the student accepts the Certificate of Completion, he/she may be remediated in either regular or adult school and take the test again. If the student passes this time and completes the district requirement of a grade point average of 2.0, then he can exchange his/her Certificate of Completion for a standard diploma.

CREDIT RECOVERY

On-line credit recovery is available during school, afterschool, and during the summer for students needing to repeat failed courses or improve their current GPA for promotion/graduation. Students may also receive credit through Florida Virtual School on-line courses. In addition, Florida Virtual School coursework is available as an option for students not in their appropriate grade due to retention in elementary or middle school.

FLORIDA VIRTUAL SCHOOL

Florida Virtual School is an Internet based high school, which offers coursework based on the Florida Standard Assessment for credit. Students who have documented scheduling conflicts, want to take a course not offered at their school, or make up credits to graduate on schedule may take these courses during and/or after school hours.

DRIVER EDUCATION

Driver's Education will only be offered through the virtual school program during the school year. Students may use the virtual school program to complete this course for one-half credit.

FORGIVENESS POLICY

FS 1003.43 requires that beginning in the 2000-2001 school year, school district grade forgiveness policies for required courses are limited to replacing the grade of "D" or "F" with a grade of "C" or higher earned subsequently in the same or comparable course. Forgiveness policies for elective courses are limited to replacing the grade of "D" or "F" with a grade "C" or higher earned subsequently in the same or comparable course. Any grade not replaced in accordance with a district forgiveness policy shall be included in the calculation of the cumulative grade point average required for graduation. (Regular courses are not equivalent to honors or dual enrollment courses.)

DUAL ENROLLMENT CLASSES

To be eligible for a dual enrollment course, the student must meet the requirements as set by the college. BHS students have a three week grace period to drop a dual enrollment class without penalty. Students are eligible for dual enrollment a maximum of 3 years during high school.

HONOR GRADUATES

Courses used to determine the GPA for honor graduates will be the same courses used for Bright Futures determination. Honor graduates will have a weighted GPA of 3.5.

DISCIPLINARY PROCEDURES

We strongly urge that each classroom teacher attempt to deal with general classroom disruption by taking in-class disciplinary action, by making a personal call to the parent, and when the action taken by the teacher is ineffective, or the disruption is sufficiently severe, then the student should be referred to the principal or his/her designee.

Depending on the seriousness and frequency of the misconduct, certain disciplinary procedures will be followed. For those behaviors that are less serious the following action will be taken.

1. Teacher/pupil conferences
2. Teacher/parent communication
3. Withdrawal of privileges that are under the teacher's jurisdiction
4. Counseling by teachers, student service personnel, and, or administrators
5. Assigned warnings
6. Corporal Punishment
7. Administrators will be involved in all cases as needed

Repeated occurrences of less serious behaviors may be dealt with in the same manner as misconduct of a more serious nature. The following are considered in addition to any of the above mentioned actions.

1. Corporal punishment
2. Assignment to detention
3. In-school Suspension (ISS)

4. Out-of-school suspensions (OSS)
5. CARE Program (Grades 6-12)
6. Recommendation for expulsion
7. Expulsion by School Board

Some of the violations of school rules are also violations of the laws in the Criminal Code of the State of Florida. If students violate these laws not only will they be subject to suspension from school, but also local law enforcement officials will be contacted and the student's misconduct will also be handled by these authorities.

The illegal use, possession, distribution, or sale of weapons, alcohol, drugs or other controlled substances (as defined in Chapter 893, Florida Statutes), or the illegal use or display of electronic telephone pagers or cell phones, by any student while such student is upon school property or in attendance at a school function is grounds for suspension and/or recommended expulsion by the school board.

SPECIFIC GROUNDS FOR DISCIPLINARY ACTION

Since misconduct of any degree or frequency is undesirable and not conducive to a positive learning environment for all, students should understand that certain consequences are applicable to their behavior. Because some behaviors are more serious and disruptive than others, the frequency, nature, and degree of the misconduct will determine the specific disciplinary action that will be taken.

Any student who commits a serious breach of conduct, or who is a chronic discipline problem, as determined by the principal, may be referred for screening for possible placement in CARE, the district's discipline-based alternative education program.

In-school-suspension is a temporary removal of a student from his/her regular school program to the CARE program for a designated period of time. Students assigned to ISS are not given the option of out-of-school suspension and may not return to school without the completion of their ISS punishment.

Any student who is assigned out-of-school suspension or expulsion from the Calhoun County School System shall not be allowed to attend or participate in a school-sponsored activity or function, nor be allowed on school property during the duration of the suspension or expulsion.

Missed work shall be made up for all absences, including suspension, except when out-of-school suspension results from in-school-suspension. It is the student's and/or parent's responsibility to request and pick up assignments during the suspension period. Work is due upon return to school after the suspension. Each student shall receive full credit for such work.

It is understood that, in dealing with the following violations of the conduct code, the principal and his/her designee shall hear the student's explanation, and consult further with the teacher, if necessary, before determining the disciplinary action. Due process procedures are adhered to in all investigations of a discipline problem. Following is a non-exhaustive list of behaviors for which disciplinary action of some type will be taken.

1. Absences
2. Abusive language
3. Assault and battery; obscene language
4. Cheating and lying
5. Cutting class

6. Damage to school plant and grounds
7. Damage to personal property of students and staff members
8. Defiance
9. Disrespect for the teacher
10. Disruption of class or school activities
11. Distribution of unauthorized materials and other items
12. Failure to follow bus rules for safety and order
13. Failure to follow instructions
14. Fighting
15. Intimidation, bullying or threats of violence
16. Libelous statements
17. Loss or damage of school materials
18. Physical or verbal abuse on students or staff members
19. Possession and/or use of any tobacco product
20. Possession/use of unauthorized substances, including alcohol
21. Profanity
22. Stealing
23. Tardiness
24. Teasing and horseplay
25. Unauthorized assembly
26. Use of or possession of weapons
27. Use of **ANY** electronic devices during the school day without the Principal's permission. Devices may include, but not be limited to: smart phones, tablets, laptop computers, , photo cameras, video cameras or audio recording or playing devices
28. Vandalism
29. Visible or audible display and/or use of an electronic communication device during the school day without the Principal's permission

The following acts of misconduct may be considered serious enough to warrant immediate suspension, expulsion, or change in placement before other alternatives are attempted:

1. Activating a fire extinguisher
2. Arson -- willful and malicious burning of any part of a building or its contents.
3. Assault and battery on student -- actually and intentionally touching or striking another student against the will of the other; or intentionally causing bodily harm to an individual.
4. Assault on student -- the intentional, unlawful threat by word or act to do violence to another student coupled with an apparent ability to do so, and doing some act which creates a well-founded fear in the person that such violence is imminent.
5. Bomb threats -- It is unlawful for any person to make a false report, with intent to deceive, mislead, or otherwise misinform any person, concerning the placing or planting of any bomb, dynamite, other deadly explosive, or weapon of mass destruction as defined in s. **790.166**, or concerning the use of firearms in a violent manner against a person or persons. A person who violates this subsection commits a felony of the second degree, punishable as provided in s. **775.082**, s. **775.083**, or s. **775.084**.
6. Bullying or Harassment- Bullying means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably

interfere with the individual's school performance or participation; and may involve but is not limited to: unwanted teasing; social exclusion; threat; intimidation; stalking; physical violence; theft; sexual, religious, or racial harassment; public humiliation; or destruction of property. Harassment means any threatening, insulting or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against a student or school employee that (1) places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property; (2) has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or (3) has the effect of substantially disrupting the orderly operation of a school. Bullying or harassment of students or K-12 employees through the use of data or computer software that is accessed through a computer, computer system, or computer network within the scope of a public K-12 educational institution, as well as bullying or harassment through the use of data or computer software that is accessed at a non-school related location, activity, function, or program or through the use of technology that is not owned, leased, or used by a school district or school, if the bullying substantially interferes with or limits the victim's ability to participate in or benefit from the services, activities, or opportunities offered by a school or substantially disrupts the education process or orderly operation of a school. Cyberbullying means bullying through the use of technology or any electronic communication. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the condition enumerated in the definition of bullying as defined in s.1006.147, F.S. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons. **F.S. 1006.147** A student enrolled in a Florida public school in kindergarten through grade 12 who has been subjected to an incident of battery; harassment; hazing; bullying; kidnapping; physical attack; robbery; sexual offenses, harassment, assault, or battery; threat or intimidation; or fighting at school the opportunity to transfer to another public school with capacity or enroll in an approved private school under the Hope Scholarship.

7. Contraband -- any student who possesses, uses, handles, transmits, or deals with contraband is subject to suspension and expulsion. Contraband is any article or articles of property which if possessed, used, handled, transmitted, or otherwise dealt with could interfere with or tend to interfere with the normal, orderly, peaceful, and efficient conduct of any school, school activity, or educational process or procedure. Further definition includes, but is not limited to, offenses listed in below:
 - a. Knowingly possessing, using, displaying, carrying, storing, concealing, transmitting, intimidating with, or threatening to use, any firearm (or reasonable facsimile), knife, box cutters, ammunition, lighter, explosive, or other dangerous object of no reasonable use to the student while on school grounds, school board property and facilities, buildings, school buses, motor vehicles on school adjacent grounds, or at any school-sponsored function, or any school board sponsored or governed activity; or
 - b. Knowingly possessing, using, transmitting, or being under the influence of any synthetic drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind whether legal or illegal such as Mojo or Bath Salts or in possession of drug paraphernalia.
 - c. Knowingly altering substances and ingesting, using, or sharing in order to simulate drug use or inappropriate behaviors
8. Disobedience, disrespect or defiance of School Board employee's authority any verbal or nonverbal refusal to comply with a lawful direction or order of a School Board employee.

9. Disruption caused by the use of an electronic device or cell phone during school or a school sponsored activity.
10. Disruption on a school bus, or at a bus stop.
11. Drug selling -- the act of providing a substance defined in Florida Statutes, **Chapter 893**, to others for exchange of money or other valuable considerations.
12. Energy drinks- not be allowed to be brought to school or consumed at any time during the school day, school sponsored activities, and/or athletic events. If seen, the energy drink will be confiscated. Unopened drinks may be picked up by the parent. Bringing such drinks to school will be seen as defiance of the school's authority and will be disciplined as such.
13. Excessive distraction of other students -- any conduct and/or behavior which is disruptive to the orderly educational process in the classroom or any similar grouping for instruction.
14. Extortion -- verbally or by a written or printed communication, maliciously threatening to accuse another of any crime or offense, or by such communication of any crime or offense, or by such communication maliciously threatening an injury to the person, property, or reputation of another, or maliciously threatening to expose another to disgrace with the intent thereby to extort money or any pecuniary advantage whatsoever, or with the intent to compel the person so threatened, or any other person, to do any act or refrain from doing any act against his will.
15. Fighting (mutual combat, mutual altercation) when two or more persons mutually participate in use of force or physical violence that requires either physical restraint, results in injury requiring first aid, or medical attention (does not include verbal confrontations, pushing, or minor confrontations).
16. Gambling -- any participation in games of chance for money and/or other things of value.
17. Hazing -- any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 as defined by 1006.135, Florida Statutes.
18. Inciting, leading, or participating in a major student disorder.
19. Malicious mischief (graffiti, etc.)
20. Offensive or inappropriate touching, photo recording, video recording, or audio recording of a person.
21. Possession and/or use of tobacco products -- any possession on the person, in the locker, or other effects of a student. Any holding of a lighted cigarette (cigar, etc.) inhaling or exhaling of the smoke of tobacco, or use of any other tobacco like products including lighters; electronic cigarettes (e-cigarettes).
22. Preparing, possessing, or igniting on School Board property explosives likely to cause serious bodily injury or property damage.
23. Repeated office referrals for misconduct Trespassing -- willfully entering or remaining in any structure, conveyance, or property without being authorized, licensed, or invited, is warned by an authorized person to depart and refuses to do so.
24. Stealing - Larceny -- the intentional unlawful taking and carrying away of personal property in the possession of another without his consent.
25. Unauthorized possession, use of or transfer of drugs and alcoholic beverages.
26. Use of profane or obscene language.
27. Use of obscene manifestations (verbal, written, gesture) toward another person.
28. Vandalism -- willfully and maliciously injuring or damaging by any means any real or personal property belonging to another.
29. Written or verbal propositions to engage in sexual acts.
30. Any other offense which the principal may reasonably deem to fall in this category.

31. Any student who commits a serious breach of conduct, or who is a chronic discipline problem, as determined by the principal, may be suspended from participation of extracurricular activities including athletics.
32. Any student who is formally charged with a felony or serious misdemeanor may be suspended from participation in any extracurricular activity until the sanctions imposed by the court have been satisfactorily completed and the case has been closed.
33. Any student found to have intentionally made false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff including the School Resource Officer, according to the district school board code of student conduct may be recommended for expulsion or assignment to CARE. **F. S. 1006.09(1)(c)**

CONSEQUENCES FOR MISCONDUCT

Instruction should occur in an environment that is conducive to learning. Effective instruction requires good order and discipline which may be described as the absence of distractions, frictions, and disturbances which interfere with the effective functioning of the student, classes, and school. The following misconduct shall result in suspension for students in grades 6-12, but mitigating circumstances or behavior may increase the severity of the consequence. A principal may apply these consequences to students in grades Pre-K through 5, depending on the severity of the offense. (+ Must be reported on School Environmental Safety Incident Reporting System) In-school suspension, out-of-school suspension and /or expulsion may be recommended at any time, at the discretion of the principal, depending on the severity of the incident. **In-school suspension, out-of-school suspension and/or expulsion may be recommended at any time, at the discretion of the principal, depending on the severity of the incident.**

1. Insubordination/Defiance/Disrespect -Any act of insubordination, defiance, or disrespect by a student toward a supervising adult or school board employee, on campus or at any school sponsored activity.
 - a. 1st offense - Minimum of 3 days in ISS
 - b. 2nd offense - Minimum of 5 days in ISS
 - c. 3rd offense - 10 days of OSS and
 - i. recommended expulsion or
 - ii. the option of CARE placement pending Administrative Review

Note: Self Defense – a student has the right to protect self from unsought physical harm or injury. A valid claim of self-defense requires the danger of imminent bodily harm in which the student was unable to decline or escape the conflict; the student did not say or do anything for the purpose of provoking another student; and the student used reasonable force and restraint in protecting him/herself. Retaliation is not self-defense.

2. Fighting/Altercation
 - a. 1st offense - Minimum of 3 days in ISS
 - b. 2nd offense - Minimum of 5 days in ISS
 - c. 3rd offense - 10 days of OSS and
 - ☐ recommended expulsion or
 - ☐ the option of CARE placement pending Administrative Review
3. **+Threat -Any threat to cause physical harm to another person with or without the use of a weapon** that includes all of the following elements: 1) intent-an

- intention that the threat is heard or seen by the person who is the object of the threat; 2) fear-a reasonable fear of apprehension by the person who is the object of the threat that the threat could be carried out; and 3) capability-the ability of the offender to actually carry out the threat directly or by a weapon or other instrument that can easily be obtained.
- 1st offense – Minimum of 10 days OSS
- and recommended expulsion or
 - the option of CARE placement pending Administrative Review
4. **Threat** -Any threat to cause physical harm with or without the use of a weapon that includes at least one of the following: intent, fear, and/or capability.
5. 1st offense - Minimum of 5 days in ISS
2nd offense - 7 days of ISS and
- recommended expulsion or the option of CARE placement pending Administrative Review
6. **Disruptive Behavior** -The act of behaving inappropriately, which interferes or obstructs the mission or operation of the School District or the safety and welfare of other students or employees at school or at any school sponsored activity.
- 1st offense - Minimum of 3 days in ISS
2nd offense - Minimum of 5 days in ISS
3rd offense - 10 days of OSS and
- recommended expulsion or
 - the option of CARE placement pending Administrative Review
7. Possessing a knife or other dangerous object with no attempt to harm.
- 1st offense - Minimum of 3 days in ISS
2nd offense - Minimum of 5 days in ISS
3rd offense - 10 days of OSS and
- ☐ recommended expulsion or
 - ☐ the option of CARE placement pending Administrative Review
8. **Sexual Misconduct**
Any act which the principal determines to be sexual misconduct by a student, whether on campus or at any school sponsored activity.
- a. 1st offense - Minimum of 3 days in ISS
b. 2nd offense - Minimum of 5 days in ISS
c. 3rd offense - 10 days of OSS and
- ☐ recommended expulsion or
 - ☐ the option of CARE placement pending Administrative Review
9. **Gross sexual misconduct**, (Sexual Battery, Sexual Harassment, Sexual Offenses as defined in SESIR) as determined by the principal.
- a. 1st offense – Minimum of 10 days OSS and
- recommended expulsion or
 - the option of CARE placement pending Administrative Review
10. **+Hazing as defined in SESIR, as determined by the principal.**
1st offense – Minimum of 10 days OSS and
- recommended expulsion or
 - the option of CARE placement pending Administrative Review

11. Leaving Campus without Permission

- a. 1st offense – Minimum of 3 days in ISS
- b. 2nd offense – Minimum of 5 days in ISS
- c. 3rd offense – 10 days of OSS and
 - recommended expulsion or
 - the option of CARE placement pending Administrative Review

12. Skipping Class/Out of Assigned Area

- 1st offense – Up to 3 days in ISS
2nd offense – Minimum of 3 days in ISS
3rd offense – Minimum of 5 days in ISS
4th offense - CARE Placement

13. Bullying or Harassment

Any act which the principal determines to be bullying or harassment by a student, whether on campus or at any school sponsored activity.

- a. 1st offense - Minimum of 3 days in ISS
- b. 2nd offense - Minimum of 5 days in ISS
- c. 3rd offense - 10 days of OSS and
 - i. recommended expulsion or
 - ii. the option of CARE placement pending Administrative Review

14. Stealing/Theft – Misdemeanor, anything valued under \$300

- 1st offense – 1-5 days in ISS, referral to the school resource officer, and repayment for stolen items.
2nd offense – 3-7 days in ISS, referral to the school resource officer, and repayment for stolen items.
3rd offense - 10 days of OSS, referral to the school resource officer, and repayment for stolen items.
 - recommended expulsion or
 - the option of CARE placement pending Administrative Review

15. Stealing/Theft –Anything valued over \$300

- 1st offense - 10 days of OSS, referral to the school resource officer, and repayment for stolen items. and
 - recommended expulsion or
 - the option of CARE placement pending Administrative Review

16. Trespassing and/or Vandalizing Property

- 1st offense – 5-10 days ISS or OSS, to be determined by the principal and referral to the School Resource Officer and possible
 - recommended expulsion or
 - the option of CARE placement pending Administrative Review

Lesser Offenses of Vandalism – Offenses which can be repaired and cleaned by students may be handled by after-school work details in lieu of out-of-school suspension. The transportation of students assigned to after-school work detail is the responsibility of the parent.

2nd offense – 10 days out-of-school suspension and referral to the School Resource Officer and
 - recommended expulsion or
 - the option of CARE placement pending Administrative Review

17. Tobacco (F.S. 569.11, School Board Policy 2.90) -The principal shall follow the

guidelines below when an investigation and evidence indicate a student uses, possesses, is selling, has sold, or is otherwise distributing tobacco while on a School Board property or in attendance at a school sponsored activity. For an elementary student, the principal shall confer with student's parent(s) or legal guardian to determine if the circumstances require implementation of these guidelines.

1st offense - 3 days ISS; and ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law

2nd offense – 5 days; and ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

3rd offense - 7 days ISS; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

4th offense - Minimum of 10 days OSS and recommended expulsion or the option of CARE placement pending Administrative Review; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

- 18. Nicotine Dispensing Products and Devices (Vaping) (F.S. 877.112, School Board Policy 2.90)** -The principal shall follow the guidelines below when an investigation and evidence indicate a student uses, possesses, is selling, has sold, or is otherwise distributing nicotine products or dispensing devices while on a School Board property or in attendance at a school sponsored activity. For an elementary student, the principal shall confer with student's parent(s) or legal guardian to determine if the circumstances require implementation of these guidelines.

1st offense - 3 days ISS; and ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law

2nd offense - 5 days ISS; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

3rd offense - 7 days ISS; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

4th offense - Minimum of 10 days OSS and recommended expulsion or the option of CARE placement pending Administrative Review; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

19. Cell Phones and Other Electronic Devices

Upon entering the school campus, **students in grades PK-8**, must have cell phones and other electronic devices turned off and stored in their backpack, purse, or locker. The use of cell phones and other electronic devices is not allowed during the school day or anywhere on the school campus at any time unless the classroom teacher or administrator allows the use of the devices for a particular lesson or activity. Students who violate the district policy shall be deemed to have created a disruption to the instructional environment and are subject to disciplinary action. Individual schools may impose more stringent rules with School Board approval.

For **students in grades 9-12**, cell phones and electronic devices can only be used before school, at break, during lunch, after school and while being transported on district vehicles. However, cell phones cannot be visible or utilized, nor can they be visible without teacher's permission; this includes restroom visits or the library during class time. All cell phones and other electronic devices shall be turned completely off and kept out of sight unless prior approval is given by the teacher and/or administrator. Students who violate the district policy shall be deemed to have created a disruption to the instructional environment and are subject to disciplinary action.

1. Students shall be personally and solely responsible for the security and their cell phones and electronic devices. The school and the Calhoun County School District shall not assume responsibility for the theft, loss, or damage of a device, or unauthorized calls made on a cell phone.
2. Students may not have cell phones and personal electronic devices in their possession during testing, including state testing, as it may invalidate test results.
3. Emergency calls to students should be made through the school office.
4. Any disruptive, harassing or other inappropriate use of a cell phones and electronic device in violation of this policy or school rules, shall be cause for disciplinary action. Inappropriate use includes, but is not limited to:
 - a. texting, phoning or web browsing during prohibited times;
 - b. taping conversations, music or other audio at any time;
 - c. photography or ideography of any kind at any time;
 - d. sexting;
 - e. any activity that could in any manner infringe upon the rights of other individuals including but not limited to students, teachers, and other staff members.
5. The school administration reserves the right to confiscate cell phones and electronic devices if there is reasonable suspicion that the student was using the device in violation of school policy or law.

Consequences for Violation of Cell Phones and Other Electronic Devices Usage

1 st Offense	<u>Warning</u>	<u>Student May Pick Up the Confiscated Device at the End of the Day</u>
2 st Offense	Contract	Parent/Guardian Must Pick up the Confiscated Device
3 rd Offense	Grades 6-12--- <u>Up to 3 days</u> ISS Grades PK-5---Principal determined age appropriate discipline	Parent/Guardian Must Pick up the Confiscated Device
4 th Offense	Grades 6-12--- <u>Up to 5 days</u> ISS Grades PK-5---Principal determined age appropriate discipline	Parent/Guardian Must Pick up the Confiscated Device and loss of cell phone privileges while at school.
5 th Offense	Grades 6-12-- The option of a CARE placement pending Administrative Review Grades PK-5---Principal determined age appropriate discipline	<u>Parent/Guardian Must Pick up the Confiscated Device and loss of cell phone privileges while at school.</u>

False Alarm of Fires - Intentional, false activation of a fire alarm system will merit a 10-day suspension with notification of law enforcement.

False Accusations – Any student found to have intentionally made false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff including the School Resource Officer, according to the district school board code of conduct may be recommended for expulsion or assignment to CARE F. S. 1006.09(1) (c)

Note:

Any student who commits a breach of the student code of conduct relating to violence or chronic disruptive behaviors is subject to an alternative placement or referral for mental health services identified by the school district pursuant to **Florida Statute 1012.584(4)** and **Florida Statute 1006.07(2)(k)**.

Note:

Any student who is determined to have made written threats to kill or do bodily injury; punishment as determined in **Florida Statute 836.10**, will be expelled, with or without continuing educational services, from the student's regular school for a period of not less than 1 full year and referred for criminal prosecution and mental health services identified by the school district pursuant to **Florida Statute 1012.584(4)** for evaluation or treatment, when appropriate.

Note:

Violence against any school board personnel by a student is grounds for in-school suspension, out-of-school suspension, expulsion, or imposition of other disciplinary action by the school and may also result in criminal penalties being imposed. **Florida Statute 1006.07(2)(h)**.

ZERO TOLERANCE FOR CRIME AND VICTIMIZATION

Pursuant to **Florida Statute 1006.13** and **School Board Policy 5.32, Zero Tolerance for School Related Crimes**, it is essential that schools be safe and orderly to provide environment that foster learning and high academic achievement. The District shall strive to protect students, staff, visitors, and volunteers from harm and to protect victims of crime from further victimization. This policy applies to conduct on School District property, school or District provided transportation and at any school or District sponsored activity.

Students found to have committed one of the following offenses on school property, school sponsored transportation or during a school sponsored activity will be expelled, with or without continuing educational services, from the student's regular school for a period of not less than one (1) full year. The Superintendent may consider the one (1) year expulsion requirement on a case by case basis and request the School Board to modify the requirement by assigning the student to a disciplinary program or second chance school if the request for modification is in writing and it is determined to be in the best interest of the student and the school system.

The District shall report to the appropriate law enforcement agency any act that poses a threat to the safety or welfare of students, staff and other persons on school property or at school events or is a serious violation of law. The following acts when committed on School District property or at a District activity shall be reported to the appropriate law enforcement agency:

1. Aggravated battery;
2. Alcohol possession, sale or distribution;
3. Armed robbery;
4. Arson;
5. Battery;
6. Battery or aggravated battery on a teacher or other school personnel;
7. Bomb or biochemical threat;
8. Breaking and entering or burglary;
9. Disruption on campus, major;
10. Controlled substance possession, use, or sale;

11. Drug use, sale, or distribution;
12. Explosives possession, distribution, or use;
13. Extortion;
14. False alarm;
15. Firearms possession, sale, or use;
16. Homicide;
17. Gang-related activity;
18. Kidnapping or abduction;
19. Murder;
20. Manslaughter;
21. Hate crime;
22. Illegal organization, membership;
23. Physical attack;
24. Robbery;
25. Sexual assault;
26. Sexual battery;
27. Sexual harassment;
28. Sexual misconduct;
29. Stalking;
30. Threats (Medium and High Levels);
31. Trespassing;
32. Weapons violation;
33. Any felony as defined by Florida Statutes.

Acts that are considered petty misconduct may disrupt the educational process but do not endanger the life or safety of an individual. Such acts include but are not limited to:

1. Cell phones and electronic devices violation;
2. Defiance of authority;
3. Disruption, minor;
4. Dress code violation;
5. Eating or drinking on the bus;
6. Forgery, cheating;
7. Horseplay;
8. Leaving campus without permission;
9. Lying or misrepresentation;
10. Profanity;
11. Tardiness;
12. Taking items that belong to others (non-criminal)
13. Vehicle parking violation.

Firearms

Any student who is determined to have brought a firearm or weapon, as defined in chapter 790, to school, to any school function, or onto any school-sponsored transportation, or to have possessed a firearm at school, will be expelled, with or without continuing educational services, from the student's regular school for a period of not less than 1 full year and referred to mental health services identified by the school district pursuant to **F.S. 1012.584(4)** and the criminal justice or juvenile justice system.

"Firearm" means any weapon (including a starter gun) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device; or any machine gun. The term "firearm" does not include an antique firearm unless the antique firearm is used in the commission of a crime. **F.S. 790.001(6)**

Simulating a Firearm (H.B. 7029)

Simulating a firearm or weapon while playing or wearing clothing or accessories that depict a firearm or weapon or express an opinion regarding a right guaranteed by the Second Amendment to the United States Constitution is not grounds for disciplinary action or referral to the criminal justice or juvenile justice system under this section or s. 1006.13. Simulating a firearm or weapon while playing includes, but is not limited to: brandishing a partially consumed pastry or other food; item to simulate a firearm or weapon; possessing a toy firearm or weapon that is 2 inches or less in overall length; possessing a toy firearm or weapon made of plastic snap-together building blocks; using a finger or hand to simulate a firearm or weapon; vocalizing an imaginary firearm or weapon; drawing a picture, or possessing an image, of a firearm or weapon; using a pencil, pen, or other writing or drawing utensil to simulate a firearm or weapon.

However, a student may be subject to disciplinary action if simulating a firearm or weapon while playing substantially disrupts student learning, causes bodily harm to another person, or places another person in reasonable fear of bodily harm. The severity of consequences imposed upon a student, including referral to the criminal justice or juvenile justice system, must be proportionate to the severity of the infraction and consistent with district school board policies for similar infractions. If a student is disciplined for such conduct, the school principal or his or her designee must call the student's parent. Disciplinary action resulting from a student's clothing or accessories shall be determined pursuant to **F.S. 1006.07(2)(d)** unless the wearing of the clothing or accessory causes a substantial disruption to student learning, in which case the infraction may be addressed in a manner that is consistent with district school board policies for similar infractions.

THREATS OF VIOLENCE

Students are **prohibited** from making direct or indirect threats of violence against individuals or groups. Any threat of such violence must be **reported immediately** to a teacher or school administrator. All threats of violence (oral, written, electronic, or symbolic) will be reported to **law enforcement** and investigated by school officials. A student found to have made a threat of violence is subject to appropriate disciplinary consequences, up to and including: **suspension, expulsion, arrest, and prosecution.**

Note:

Pursuant to **Florida Statute 836.10**, it is a second-degree felony for a person to communicate a written threat to do bodily harm to another person.

Note:

Pursuant to **Florida Statute 790.162**, it is a second-degree felony for a person to threaten to place or discharge a destructive device with the intent to do bodily harm.

Note:

Pursuant to **Florida Statute 1006.13(4)(a)** Each district school board shall enter into agreements with the county sheriff's office and local police department specifying guidelines for ensuring that acts that pose a threat to school safety, whether committed by a student or adult, are reported to a law enforcement agency.

Note:

Pursuant to **Florida Statute 1006.07(2)(2)(h)**, violence against any district school board personnel by a student is grounds for in-school suspension, out-of-school suspension, expulsion, or imposition of other disciplinary action by the school and may also result in criminal penalties being imposed.

Note:

Pursuant to **Florida Statute 1003.13(4)(c)** The school principal shall notify all school personnel as to their responsibilities regarding incident reporting, that acts which pose a threat to school safety and crimes are properly reported to the school principal, or his or her designee, and that the disposition of the incident is properly documented.

Note:

Pursuant to **Florida Statute 1006.13(2)(f)**, the threat assessment team is required to consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety

DRUG FREE SCHOOLS

It is the intent of the School Board that all schools and school activities shall be drug free. The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. This policy statement is to be implemented by district administration as prescribed herein.

Definitions. These words and phrases shall have the following meaning as used herein.

1. **Intoxicating or Alcoholic Beverages** refer to all beverages containing more than one percent (1%) alcohol by weight.
2. **Drugs** means cannabis, the seeds thereof, and the resin extracted from any part of the plant, and any other drug or substance the possession of which is unlawful pursuant to **Chapter 893, Florida Statutes**. Drugs, legal or illegal, includes and by definition prescription drugs, diet pills, stimulants such as “no-doz”, “stackers” and “stacker-like” products, and the various mail order caffeine stimulants that are shaped to look like various prescription amphetamines. Drugs also includes:
 - a. Narcotics: (codeine, 36ibrium, dilaudid, heroin, methadone, morphine, opium, and percodan);
 - b. Barbiturates and related sedatives: (amytal, 36ibrium36, 36ibrium3636ital, seconal, tuinal, doriden, noludar, 36ibrium36, 36ibrium36, soper, parest, 36ibrium, and somnafac);
 - c. Cocaine (in any form);
 - d. Hallucinogens: (LSD, MDA, mescaline, peyote, psilocybin, and PCP);
 - e. Tranquilizers such as: daimane, equanil/miltown, 36ibrium, serax, valium; mellaril, and thorazine;
 - f. Synthetic drugs, legal or illegal such as Mojo or Bath Salts; and
 - g. Any other drug that is listed as a controlled substance in Chapter 893, Florida Statutes.
3. **Sale** means the actual, constructive, or attempted transfer from one (1) person to another for any consideration or remuneration whatsoever.
4. **Distributing** means the actual, constructive, or attempted transfer from one person to another without remuneration whatsoever.
5. **Possesses** means having or holding of property or the state of owning or having in one’s hands.
6. **Second Offense** means any second offense while enrolled in grades 6-12 regardless of home school district.
7. **Substance Abuse** means the use of any drug when such use is unlawful, and use of any drug when such is detrimental to the user or to others but is not unlawful.
8. **Medication** means all medications/prescriptions must be checked in through the school office and a permission to dispense form must be completed and signed by the parent. The medication must be in the original prescription container with the student’s name on the prescription label. The student will be excused from class at the appropriate time in

order to take the dosage. A log of the dispensed medication will be maintained by the office and/or health personnel.

Discipline for Drugs

The principal shall follow the guidelines below when an investigation and evidence indicate a student uses, is under the influence, possesses, is selling, has sold or is otherwise distributing drugs or any controlled or harmful substances while on School Board property or in attendance at a school sponsored activity. The Principal has the authority to use discretion in each case in which the student is caught in possession of or using over-the-counter drugs. For an elementary student, the principal shall confer with student's parent(s) or legal guardian to determine if the circumstances require implementation of this guideline.

Students who are accused of drug use have the option to have a drug test performed within 12 hours of the infraction at a State of Florida certified laboratory. The parent must request the Drug/Alcohol Screening form and indicate their intent to challenge the discipline referral. The student will remain under suspension until the results are sent the District Office. The parent/student will assume all costs associated with the screening and verification process.

1st offense – Five (5) days OSS with a drug offense referral to the appropriate law enforcement agency and recommended for the Care Program for one calendar year.

Workback Program. The Calhoun County School Board supports and enforces the zero tolerance policy for unlawful possession, use and distribution of illicit drugs, controlled substances of any kind, or is in possession of any drug paraphernalia. However, for a student's **FIRST** offense for possession and/or use of a controlled substance **and first time placement at the CARE Program**, the student and parent will be offered the **Workback Program**. The program is an alternate placement in the CARE Program in lieu of placement at the CARE Program for one calendar year. The terms of the alternative placement shall be as follows:

1. The student will be suspended for five (5) days and recommended for placement at the CARE Program for one calendar year.
2. Prior to the expiration of the five (5) day suspension, the student and parents must notify the school district, in writing, that the student chooses to participate in the **Workback Program** and agrees to placement in the CARE Program on the following terms and conditions:
 - a. CARE placement shall be for a minimum of **ninety (90)** school days and all rules and regulations of that program must be strictly adhered to;
 - b. The student shall submit to at least monthly drug testing by a Board approved facility for the duration of his/her placement in CARE. CARE reserves the right to randomly test any student at the school's discretion. **All** drug testing shall be at the student's expense and shall be the student's responsibility to schedule monthly testing. The testing facility should provide the results to the principal of CARE. A student's first monthly drug test is due no later than 30 days after his or her first day at the CARE program.
 - c. The student shall participate in a substance abuse program which shall be approved in advance by the CARE principal. Participation in the program shall be during non-school hours, at the student's expense and the student shall provide documentation of his/her completion of the program to the CARE principal.
 - d. If the student fails to take the drug tests as agreed, tests positive for controlled substances, fails to attend and complete the substance abuse counseling program, or fails to adhere to the rules and regulations of the CARE program, he or she shall be placed at the CARE program for one calendar year and shall not have the right to any further hearing before the Board.

3. This alternative placement shall only be available for a student's **first** offense for possession and/or use of a controlled substance. The principal may recommend that a student not participate in the Workback Program due to the circumstances of the expellable offense. Upon successful completion of the Workback Program, the student shall transition back to the regular school program.
4. Violations of zero tolerance policies are cumulative (not on a year to year basis) offenses in a student's educational career regardless of where the offense occurred. Second offenses are not eligible for the Workback Program.

2nd offense – Minimum of 10 days OSS with a drug offense referral to the appropriate law enforcement agency, and recommended for expulsion.

- The principal shall follow recommended procedures for expulsion.
- A student who is expelled may be readmitted to school when he/she has completed all recommended counseling, intervention programs, and community services as prescribed by the Superintendent and Board.

Self-Reporting

A student who is subject to discipline or expulsion for the unlawful possession or sale of any controlled substance under **Chapter 893, Florida Statutes**, may be entitled to a waiver of the discipline or expulsion if he/she:

- Divulges information leading to the arrest or conviction of the person supplying the controlled substance;
- Voluntarily discloses his unlawful possession of controlled substance prior to his/her arrest; or,
- Commits themselves or is referred by the court in lieu of sentence, to a state licensed drug abuse programs and successfully completes the program.

Discipline for Alcohol

The principal shall follow the guidelines below when an investigation and evidence indicate a student uses, under the influence, possesses, is selling, has sold or is otherwise distributing alcoholic beverages while on School Board property or in attendance at a school sponsored activity. For an elementary student, the principal shall confer with student's parent(s) or legal guardian to determine if the circumstances require implementation of this guideline.

Students who are accused of alcohol use, with parent permission, have the option to request the School Resource Office administer a breathalyzer test while at school or have an alcohol test performed within 6 hours of the infraction at a Board approved facility. The student will remain under suspension until the results are sent the District Office. The parent/student will assume all costs associated with the screening and verification process.

1st offense – Five (5) days OSS with an alcohol offense referral to the appropriate law enforcement agency, and recommendation to the Care Program for a minimum of ninety school days; all rules and regulations of that program will be strictly adhered to.

2nd offense – Minimum of 10 days OSS with an alcohol offense referral to the appropriate law enforcement agency, and recommended for the Care Program for one calendar year. The principal shall follow recommended procedures for expulsion when reaching 20 days of suspension.

Smoking and Nicotine Dispensing Devices on School Property – (Florida Statute 386.212, Florida Statute 877.112; School Board Policy 2.90)

It is unlawful for anyone to smoke tobacco or use nicotine dispensing devices in, on, or within 1,000 feet of an elementary, middle, or secondary school. This provision does not apply to persons in a moving vehicle or at a private residence. It authorizes law enforcement officers to issue citations to anyone violating the provisions of this act. Violations will be referred to

law enforcement and subject to Code of Conduct consequences, if applicable.

Drug Free School Zone

Each district school shall post "Drug Free School Zone" signs in visible and prominent locations on school property to show the district's commitment to be drug free and to warn violators of the mandatory prison sentence.

Reporting Incidents

Board employees shall report, in good faith, to the principal or designee any suspected unlawful use, possession, distribution or sale of any controlled substance as defined in **Chapter 893, Florida Statutes**; any counterfeit controlled substances as defined in **Section 831.31, Florida Statutes**; and alcoholic beverages as defined in **Section 561.01, Florida Statutes**; or model glue.

1. Only the principal or designee shall contact the parent(s) or legal guardian of a student regarding the situation.
2. Board employees who report any suspected unlawful use, possession or sale by a student shall be exempt from civil liability.

Statutory authority: F.S. 1001.41 Laws implemented: F.S. 1001.54; 1006.07; 1006.09; 1012.28 Chapter 893, F.S.

State Board Rule 6A-1.0956

Drug and Alcohol Counseling

Information about any drug and alcohol counseling and rehabilitation and reentry programs are available to students through school guidance counselors or by use of the resource list located in the appendix.

SUSPENSION FOR CRIMINAL/DELINQUENT ACTS OCCURRING OFF CAMPUS

The Florida Legislature has authorized indefinite suspension, and expulsion of students who engage in criminal/delinquent acts off campus which cause the student's presence on campus to be disruptive to the maintenance of good order and discipline at school. **Florida Statute 1006.09**, permits the principal to initiate suspension proceedings against any student who is formally charged by a prosecuting attorney with a felony, or with delinquent acts which would be a felony if committed by an adult, for an offense that allegedly occurred on property other than that owned by the Calhoun County School District.

Procedures for Students Charged with a Felony- Florida Statute 1006.092(2) and State Board Rule 6A-1.0956

When a student is formally charged with a felony by a proper prosecuting attorney for an incident which allegedly occurred on property other than public school property, but which incident is shown to have an adverse impact on the educational program, discipline, or welfare in the school in which the student is enrolled, the principal shall, in accordance with **Section 1006.09(2), F.S.**, conduct an administrative hearing for the purpose of determining whether or not the student should be suspended pending court determination of his or her guilt or innocence, or the dismissal of the charge, is made by a court of competent jurisdiction. The following procedures shall be followed by the principal in instituting and conducting the administrative hearing; provided, however, that a school board may, upon written approval of the Commissioner, utilize its own hearing policy in lieu of this rule.

1. Upon receiving proper notice that a student has been formally charged with a felony, the principal shall immediately notify the parent or guardian of the student, in writing, of the specific charges against the student and of the right to a hearing prior to disciplinary action

being instituted under the provisions of **Section 1006.09(2), F.S.**

2. Such notice shall stipulate a date for hearing which shall be not less than two (2) school days nor more than five (5) school days from postmarked date, or delivery, of the notice and shall also advise the parent of the conditions under which a waiver of suspension may be granted, as prescribed in subsections (2) and (3) of **Section 1006.09, F.S.** Pending such hearing, the student may be temporarily suspended by the principal.

3. The hearing shall be conducted by the principal, or designee, and may be attended by the student, the parent or guardian, the student's representative or counsel, and any witnesses requested by the student, the parent or guardian, or the principal.

4. The student may speak in his or her own defense, may present any evidence indicating his or her eligibility for waiver of disciplinary action, and may be questioned on his or her testimony. However, the student shall not be threatened with punishment or later punished for refusal to testify

5. In conducting the hearing, the principal or designee shall not be bound by rules of evidence or any other courtroom procedure, and no transcript of testimony shall be required.

6. Following the hearing, the principal, within five (5) school days, shall provide the student and parent or guardian with a decision, in writing, as to whether or not suspension will be made. In arriving at this decision, the principal shall consider the conditions prescribed by subsections (2) and (3) of Section 1006.09, F.S., under which a waiver of suspension may be granted, and may grant such a waiver when he or she determines such action to be in the best interests of the school and the student. Provided, however, that any suspension pending adjudication of guilt shall be made only upon a finding, based upon conclusive evidence, that a felony charge has been formally filed against the student by a proper prosecuting attorney. The principal shall have authority to modify the decision to either grant or deny a waiver, at any time prior to adjudication of the student's guilt by a court, provided that any such modification adverse to the student shall be made only following a hearing conducted in accordance with this rule.

In lieu of expulsion, alternative education opportunities may be offered. Students attending Calhoun Virtual School as an alternative to CARE, will not be allowed to participate in extracurricular activities or other student functions in their home school such as but not limited to graduation exercises, senior trip, prom, pep rallies, sports, marching band, clubs, etc. Students may be allowed to attend school events open to the public not occurring during school hours unless that privilege has been revoked.

Student Crime Watch Program F.S. 1006.07(3)

By resolution of the district school board, implement a student crime watch program to promote responsibility among students and improve school safety. The student crime watch program shall allow students and the community to anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies or school officials.

Searches, Investigations and Interrogations

A student locker or other storage is subject to search, upon reasonable suspicion, for prohibited or illegally possessed substances or objects as described in **Florida Statute 1006.09**. Interrogations, interviews, and removal of students must be done in compliance with Board Policy 5.31

Returning to School

Prior to a student returning to school, a school administrator may require that the student undergo a psychological evaluation when deemed appropriate for the safety of self and/or others.

CARE Character-Attitude-Responsibility-Education

The CARE Program is a discipline-based alternative education program for students who demonstrate serious behavioral difficulties considered detrimental to the regular classroom setting. A change of placement to the CARE Program is made when a student's adverse behavior results in a specified number of suspension days, or he/she is involved in an incident serious enough to warrant immediate placement. The CARE Program strives to be positive in nature, employ alternative teaching methodologies, curricula, learning activities, and diagnostic and assessment procedures in order to meet the needs, interests, abilities, and talents of eligible at-risk students. The CARE Program includes, but not limited to: tutoring, mentoring, computer assisted instruction, credit recovery, smaller class sizes, and flexible scheduling.

If a parent or guardian chooses to withdraw his/her child from the Calhoun County school system, the time assigned for attending the CARE program will still have to be served before the student may return to any of the other Calhoun County Schools. This rule also applies to students who attend the Calhoun Virtual School in lieu of the CARE program.

After 10 days of accumulated in-school suspension and/or out-of-school suspension, the Principal or his/her designee may recommend assignment of the student to the CARE Program, as an alternative placement intervention prior to expulsion. During any assignment to the CARE Program, a student who accumulates a total of 20 days of suspension may be recommended for expulsion. Students can only be assigned to the CARE program 2 times during grades 6-12. A third offense warranting a CARE placement will result in recommendation for expulsion. A student's accumulated days of ISS and/or OSS start over at the beginning of each school year.

Prior to 10 days of accumulated suspension, students may be assigned to CARE for an extreme act(s) of misconduct, such as, but not limited to, drug use, violence or sexual offenses.

Students assigned to CARE or attending Calhoun Virtual School in lieu of CARE, will not be allowed to participate in extracurricular activities or other student functions in their home school such as but not limited to graduation exercises, senior trip, prom, pep rallies, sports, marching band, clubs, etc. Students may be allowed to attend paid school events open to the general public and not occurring during school hours, unless that privilege has been revoked.

In order to participate in graduation exercises, seniors assigned to CARE, must meet the requirements for reappointment to their home school as well as all graduation requirements by the last day of required attendance for seniors in their home school. Seniors assigned to CARE for the **first time in grades 9-12** during the 2nd semester may be allowed to participate in graduation exercises if at that time they have earned 90% of their possible points as well as all graduation requirements, by the last day of required attendance for seniors in their home school.

Students assigned to CARE will be allowed to participate in credit recovery and athletic programs during the summer at their home school. These students will not earn points toward CARE exit criteria during participation in these summer programs.

Students assigned to CARE must complete a minimum of forty-five (45) days and demonstrate satisfactory behavior by successfully completing the level system in order to be

considered for reappointment into the regular classroom, unless otherwise determined by a Problem Solving Team and /or IEP Team.

Students will not be allowed to transition back to their home school within 2 weeks of the end of the semester or end of school. Referrals during this transition time will be treated per the Code of Conduct and will be forwarded to their home school,

A second assignment into the CARE Program will require a minimum of ninety (90) days and demonstration of satisfactory behavior by successfully completing the level system in order to be considered for reappointment into the regular classroom, unless otherwise determined by a Problem Solving Team and/ or IEP Team.

In-School Suspension (ISS) students who are guilty of misconduct may be reassigned to Out-of-School Suspension (OSS) for a number of days to be determined by the CARE administrator. Students suspended from ISS must, upon completion of OSS, return to ISS to complete their unfinished day(s), including the day they were suspended. When students are suspended from ISS, their OSS days will count towards the cumulative days for expulsion.

Students will be placed in the CARE Program or receive other Educational Services as an alternative placement at any time the Problem Solving Team deems that program to be:

- an appropriate alternative,
- the completion of an existing assignment or program, or
- a transition from a more restrictive program.

ADDITIONAL RULES AND/OR REGULATION OF INDIVIDUAL SCHOOLS

Individual schools shall provide copies of specific rules and/or regulations that may be indigenous to that specific school and a copy of same shall be provided for each student. No rules shall be promulgated and enforced which are inconsistent or in violation of school board policy as set forth.

PROHIBITION OF DISCRIMINATION, BULLYING, INCLUDING SEXUAL AND OTHER FORMS OF HARASSMENT

It is the policy of the Calhoun County School District that all of its students and school employees have an educational setting that is safe, secure, and free from harassment and bullying of any kind. The District will not tolerate bullying and harassment of any type.

SUSPENSION

In the event of suspension, the student will be given a referral describing the nature of the offense, the period of the suspension, the effective date(s), and the date in which the student may return to school. During the suspension dates the student will be allowed to make up any missed work.

Any student who commits a serious breach of conduct, or who is a chronic discipline problem, as determined by the principal, may be subject to suspension from extracurricular activities including athletics. Students receiving an Unsatisfactory in conduct will be subjected to consequences for participation in extracurricular activities.

Patriotic Program Rules 1003.44 F.S.

When the national anthem is played, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious purposes.

The pledge allegiance to the flag shall be rendered by students standing with the right hand over the heart. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state.

Students have the right not to participate in reciting the pledge. Upon written request by his or her parent, the students must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes.

Accountability

The school financial report must be provided to the parents and indicate the average amount of money expended per student in the school, which must also be included in the student handbook or a similar publication.

Additional Educational Choice Options 1003.3101

A parent may request his or her child be transferred to another classroom teacher by contacting the school's principal by written notice or email. Parents do not have the right to choose a specific classroom teacher.

The school principal must approve or deny the transfer within 2 weeks after receiving the request. If the request for transfer is denied, the school principal must notify the parent by certified mail and specify the reasons for the denial.

Divorced and Separated Couples

The school is required by law to prevent an estranged parent from picking up their child if there is a court order that specifically states that the parent may not have child. A court decree of divorce awarding primary residence is NOT enough to keep the other parent from checking out your child.

2020-2021 BHS Bell Schedule (6th – 8th)

First Period	7:45 - 8:36
Second Period	8:39 - 9:27
Third Period	9:30 - 10:18
Fourth Period	10:21 - 11:09
7th & 8th* Grade Lunch	11:09 – 11:32
Fifth Period - 7th & 8th*	11:33 - 12:21
Fifth Period – 6th & 8th*	11:12 - 12:00
6th & 8th* Grade Lunch	12:00 - 12:23
Sixth Period	12:24 - 1:12
Break	1:12 – 1:18
Seventh Period	1:18 - 2:43
Dismissal	2:43

***8th grade classes will be split for lunch and 5th period.**

Teacher's Bell	3:15
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2020-2021 BHS Bell Schedule 9th – 12th

First Bell	7:45
First Period	7:49-8:39
Good Morning Show/ Dress Code Check	8:39-8:43
Second Period	8:47-9:37
Break	9:37-9:43
Third Period	9:47-10:37
Fourth Period	10:41-11:31
First Lunch	11:31-12:01
Fifth Period	11:35-12:25
Second Lunch	12:25-12:55
Fifth Period	12:05-12:55
Sixth Period	12:59-1:49
Seventh Period	1:53-2:43
Dismissal	2:43
Teacher's Bell	3:15

