**BLOUNTSTOWN HIGH SCHOOL**

****

**Student Policies**

**2014 - 2015**

**A Word from the Principal**

Parents and Students,

Welcome back to another school year. 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 2014 -2015 school year.

Sincerely,

Debbie Williams, Ed.D.

Principal

**Mission**

**Blountstown High School is a place where students, faculty, parents, and community are a team committed to rigorous education in order to produce responsible 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 citizens and life-long learners in a diverse and ever-changing world.**

**RALPH YODER**

Superintendent Of Schools

Danny Ryals Kelly King Tim Smith Kenneth Speights Danny Hassig

 District 1 District 2 District 3 District 4 District 5

**Kenneth Speights**

**Calhoun County School Board. Chair**

**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
* 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.

**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 Statues, 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. This agreement becomes effective for the 1997-98 school years.

**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.

**TARDY POLICY**

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

1st Clerk records

2nd Clerk records and parents are notified via Connect Ed phone call

3rd Clerk records, administrative conference, and parents notified via Connect Ed phone call

4th 1 day of ISS

5th 3 days of ISS

6th 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 4-12**: 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 **3 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 3 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.
18. Any other items worn or carried that are deemed inappropriate by the Principal are prohibited.
19. Inappropriate items confiscated (tongue rings, nose rings, 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.

**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 $10.00 for freshman, sophomores, and juniors and at $20.00 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. Ninth, tenth, and 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.

**NOTIFICATION OF SOCIAL SECURITY NUMBER COLLECTION AND USAGE**

In compliance with Florida Statute 119.071(5), this document serves to notify you of the purpose for the collection and usage of your child’s social security number by Calhoun County School District.

Calhoun County School District collects and uses your child’s social security number only for authorized purposes. Specifically, Calhoun County School District collects your child’s social security number for the following purpose:

1. District Data Reporting to Florida Department of Education and United State Department of Education
2. Identification Numbers for Testing
3. Medicaid Reporting

To protect your child’s identity, Calhoun County School District will secure your child’s social security number from unauthorized access and assign your child a unique student identification number. This unique identification number will then be used for all associated educational purposes at Calhoun County School District.

**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 April 1 and August 1 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:

1. Sibling Preference
2. 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.

A parent will be selected by each school to represent and communicate with other parents and the community about open enrollment issues.

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 five schools in the district. Additional information can be provided on an individual basis on request. For further information contact:

Vicki Davis

20859 Central Avenue East Room G-20

Blountstown, FL 32424

850-674-8733 ext 22

# **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**

# 2014-2015 STUDENT PARKING PERMIT APPLICATION

**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 ill 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 or neighborhood.

-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 by 2:45 p.m. (or 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, surrounding green spaces or neighborhood after 2:45 p.m.

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

# **2014-2015 STUDENT PARKING PERMIT APPLICATION**

**STUDENT NAME** (please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GRADE** (check one) Junior \_\_\_\_\_\_ Senior\_\_\_\_\_\_

**VEHICLE INFORMATION** (If you will be driving more than one vehicle to school, supply the information for each vehicle)

1. Make\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Model\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year\_\_\_\_\_\_\_

 License Plate #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Make\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Model\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year\_\_\_\_\_\_\_

 License Plate #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Make\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Model\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year\_\_\_\_\_\_\_

 License Plate #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Information for other students you will be routinely driving to school:**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parental Signature**

**I (parent/guardian)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ together with my student have reviewed these regulations and agree to the terms. I give my student permission to drive to school and verify that he/she is covered by my insurance. I understand that giving this permission does not ensure that my student will be given parking privileges at Blountstown High School, and that it is my responsibility to ensure they have transportation to and from school each day.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian Signature Date

Student signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**You must include a photocopy of your driver’s license, proof of insurance and the $10.00 permit fee.**

**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. They should move out of and away from the building immediately upon the sounding of the fire alarm. 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.

**VISITORS TO CAMPUS**

All visitors should go to the office immediately upon arrival on campus. Visitors must present a valid driver’s license and be approved through the “Raptor” System. 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 21. 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.** **1006.063.**

**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, books, or toys that are loose off the floor. These could get underfoot and cause passengers to trip or fall.

**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 administer an “in-school” punishment that is appropriate. This punishment could include: punitive assignment, detention, in-school detention, work detail, or corporal punishment.

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

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

6th 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.

# **TOWN OR PICK UP STUDENTS**

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.

**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.

**Grade Percent GPA Definition**

 A 90-100 4 Outstanding progress

 B 80-89 3 Above average progress

 C 70-79 2 Average progress

 D 60-69 1 Lowest acceptable

 progress

 F 0-59 0 Failure

 I -- -- Incomplete

**General Promotion Policies**

* 1. **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.)*

* 1. 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

**STANDARDS FOR GRADUATION**

A. **Types of Diplomas**

1. **Standard Diplomas**

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

1. Obtains the required courses and a minimum of 24 credits.
2. Obtains the required courses and a minimum of 18 credits (ACCEL Program)
3. Achieve required passing score on **FCAT** or state approved concordant.
4. 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 **FCAT**, 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.

###### **HIGH SCHOOL REQUIREMENTS FOR GRADUATION**

**See Appendix A for High School Graduation Requirements.**

**BRIGHT FUTURES SCHOLARSHIP**

**See Appendix B for Bright Future Requirements.**

**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 Sunshine State Standards 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.

**HONOR GRADUATES**

Honor graduates will be determined using a weighted GPA.  The GPA is an average of all grades from the 9th grade through 12th grade.  The GPA will be determined following the posting of dual enrollment grades.  Grades will be weighted on a 5.0 scale for the honors, AP, and dual enrollment courses.  An “A” in an honors class will count 5.0 points, a “B” 4.0 points, etc.  Non-honors classes will be counted on a 4.0 scale.  Students with a weighted GPA of 3.5 or higher will graduate with Honors.

Beginning with the 2016-2017 SY graduating class, 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.

**VALEDICTORIAN AND SALUTATORIAN**

The graduate with highest GPA will be the valedictorian and the second highest GPA will be the salutatorian.  Courses used to determine the GPA for salutatorian/valedictorian will be the same courses used for Bright Futures Academic determination, which are as follows:

 4 Language Arts credits which must include 4 of the following

·         ELA I, II, III, or IV

·         Honor ELA I, II, III, or IV

·         AP ELA I, II, III, or IV

·         ENC 1101 or

·         ENC 1102

 4 Mathematics credits

·         Algebra 1, Algebra 1 Honors or AP Algebra 1 (required)

·         Geometry, Geometry Honors or AP Geometry (required)

·         2 elective math credits with may include dual enrollment courses

  3 Sciences credits

·         Biology 1, Biology 1 Honors or AP Biology (required)

·         2 science credits which may include dual enrollment courses

·         2 science credits must have a laboratory component

·         2 science credits must be equally rigorous

  3 Social Sciences credits (required)

·         World History, World History Honors, AP World History or Dual Enrollment World

 History

·         US History, US History Honors, AP US History or Dual Enrollment US History

·         ½ credit-US Government, US Government Honors, AP US Government or Dual

 Enrollment US Government

·         ½ credit-Economics with Financial Literacy, Economics with Financial Literacy Honors,

 AP Economics with Financial Literacy or Dual Enrollment Economics with Financial

 Literacy

  2 World Language credits *(sequential, in same language)*

To be eligible for the salutatorian or valedictorian award at Blountstown High School, a student must have been enrolled in the Calhoun County School District by September 1 of their 11th grade year and enrolled full time at Blountstown High School by September 1 of their 12th grade year.

**In the event of a tie, Calhoun County School District shall apply the following criteria in the following order:**

1. **The product of each student’s weighted GPA and best combined SAT (excluding the writing section or equivalent ACT (excluding the writing section) score at a single administration of the test;**
2. **The product of each student’s weighted GPA and combined SAT (excluding the writing section) or equivalent Act (excluding the writing section) score at the earliest single administration of the test;**
3. **The higher of the total number of academic high school credits earned.**

**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

 Any student who is assigned CARE shall be allowed to attend, but not participate in, activities or functions that are open to the general public. Activities such as a prom or a senior trip are not allowed. 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.

**NOTE:**

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. Any student assigned out-of-school suspension while serving in-school suspension may not make up missed assignments. The student must then complete the in-school suspension before returning to school.

Missed work shall be made up for all absences, which includes 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, with the exception noted above.

**NOTE:**

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.

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. Tardiness

2. Absences

3. Disrespect for the teacher

4. Cutting class

5. Failure to follow instructions

6. Failure to follow bus rules for safety and order

7. Loss or damage of materials belonging to the school

8. Disruption of class or school activities

9. Distribution of unauthorized materials and other items

10. Libelous statements

11. Teasing and horseplay

12. Cheating and lying

13. Unauthorized assembly

14. Stealing

15. Abusive language

16. Profanity

17. Intimidation, bullying or threats of violence

18. Damage to school plant and grounds

19. Damage to personal property of students and staff members

20. Defiance

21. Vandalism

22. Fighting

23. Assault and battery; obscene language

24. Physical or verbal abuse on students or staff members

25. Possession/use of unauthorized substances, including alcohol

26. Use of or possession of weapons

27. Possession and/or use of **ANY** electronic devices during the school day without the Principal’s permission. Devices may include, but not be limited to: PDA’s, MP3 players or recorders, photo cameras, video cameras or audio recording or playing devices

28. Visible or audible display and/or use of an electronic communication device during the school day without the Principal’s permission

29. Possession and/or use of any tobacco product

**The following acts of misconduct may be considered serious enough to warrant immediate suspension before other alternatives are attempted:**

1. Repeated office referrals for misconduct
2. 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.
3. 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.
4. 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.

 5. 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 nonschool-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.1006.47, 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 on or more persons. **F.S.** **1003.47**

 6. 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.

1. Gambling -- any participation in games of chance for money and/or other things of value.
2. Use of profane or obscene language.
3. Disruption on a school bus, or at a bus stop.
4. Activating a fire extinguisher
5. 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.
6. Inciting, Leading, or Participating in a Major Student Disorder.
7. 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 a lighter and electronic cigarettes (e-cigarettes).
8. Unauthorized possession, use of or transfer of drugs and alcoholic beverages.
9. Drug selling -- the act of providing a substance defined in Florida Statutes, **Chapter 893,** to others for exchange of money or other valuable considerations.
10. 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 a. and b. below:
11. 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
12. Knowingly possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind.

17**.** Fighting -- any mutual physical conflict between two (2) or more individuals.

18.Vandalism -- willfully and maliciously injuring or damaging by any means any real or personal property belonging to another.

19.Stealing - Larceny -- the intentional unlawful taking and carrying away of personal property in the possession of another without his consent.

20.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.

21.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.

22.Offensive or inappropriate touching, photo recording, video recording, or audio recording of a person.

23.Written or verbal propositions to engage in sexual acts.

24.Use of obscene manifestations (verbal, written, gesture) toward another person.

25.Malicious mischief (graffiti, etc.)

26.Arson -- willful and malicious burning of any part of a building or its contents.

27.Bomb threats -- any communication directed at a school employee which is designed to interrupt the educational process.

28.Preparing, possessing, or igniting on School Board property explosives likely to cause serious bodily injury or property damage.

29.Use of electronic telephone pagers or cell phones during regular school hours.

30.Disruption caused by the use of an electronic telephone pager or cell phone during school or a school sponsored activity.

31.Any other offense which the principal may reasonably deem to fall in this category.

32. Any student who commits a serious of conduct, or who is a chronic discipline problem, as determined by the principal, may be suspended from participation of extracurricular activities including athletics.

33.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.

**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)

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

 recommended expulsion or

 the option of CARE placement pending Administrative Review

1. Fighting/Altercation
2. 1st offense - Minimum of 3 days in ISS
3. 2nd offense - Minimum of 5 days in ISS
4. 3rd offense - 10 days of OSS and

 recommended expulsion or

 the option of CARE placement pending Administrative Review

1. **+THREAT-Any threat to cause physical harm to another person with or without the use a weapon** that includes all of the following elements: 1) intent-an intentions 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 5 days in ISS

2nd offense - Minimum of 7 days in ISS

3rd offense - 10 days of 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.

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

**5.** 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

 6. Sexual Misconduct

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

1. 1st offense - Minimum of 3 days in ISS
2. 2nd offense - Minimum of 5 days in ISS
3. 3rd offense - 10 days of OSS and

 recommended expulsion or

 the option of CARE placement pending Administrative Review

 7. 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

 8. **+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

 9. Leaving Campus without Permission

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

10**.** 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.

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

 11. **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
1. **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
1. **Trespassing and/or Vandalizing Property**

1st offence – 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

 14. Tobacco (School Board Policy 2.90) – The principal shall follow the guidelines below when an

 investigation and evidence indicated 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.

1. 1st offense – Completion of tobacco education program; 3 days ISS; if this the student’s first tobacco incident during their school career, the suspension will be waived upon completion of a tobacco education program taught at the Calhoun County Health Department; and ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law (A fine not to exceed $25. In lieu of the fine, a violator may perform 50 hours of community service or successfully complete a school-approved anti-tobacco program, where available.
2. 2nd offense – 5 days ISS; completion of tobacco education and cessation program; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.
3. 3rd offense – 7 days ISS; completion of tobacco education and cessation program; ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.
4. 4th offense – Minimum of 10 days OSS and
* Recommended expulsion or
* The option of CARE placement pending Administrative Review
* Completion of tobacco education and cessation program
* Ticket administered by sanctioned law enforcement entity resulting in financial obligation as defined by law.

15. Cell Phones and Other Electronic Devices

The Calhoun County School System believes that students have a right to orderly, disciplined classrooms conducive to learning without the distraction caused by disobedient, disrespectful, violent, abusive, uncontrollable, or disruptive students. Schools in Calhoun County have recently experienced disruptions caused by electronic communications devices and other electronic devices such as, but not limited to, PDA’s, MP3 players or recorders, photo cameras, games, video cameras or audio recording/playing devices. Cameras may be used for school related events with the approval from the school administration. With this in mind, the following specific consequences will be enforced concerning these devices while on school campus. Repeated violations for this policy are considered defiance of authority.

 Use of a wireless communications device includes the possibility of the imposition of

 disciplinary action by the school or criminal penalties if the device is used in a criminal act.

 **F.S.** **1006.063.**

**While state law permits students to bring cell phones on school campuses, they must be turned off, out of sight and locked in student lockers while on Calhoun County campuses during the school day. The following consequences will apply if a student has an electronic communication device turned on, visible or in use:**

 a. 1st offense - Warning-Parent Must Pick up the Confiscated Device

 b. 2nd offense - 3 Days ISS-Parent Must Pick up the Confiscated Device

c. 3rd offense - 5 Days ISS-Parent Must Pick up the Confiscated Device

d. 4th offense - 7 Days ISS-Parent Must Pick up the Confiscated Device

e. 5th offense - 10 Days ISS-Parent Must Pick up the Confiscated Device

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

17.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.

**Zero Tolerance for Crime and Victimization**

Pursuant to **F.S. 1006.13,** the 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.

 Acts that pose a serious threat to school safety are those acts that endanger the life of safety of a student, staff member or other person on campus or at a school or District sponsored activity. Such acts include but are not limited to:

**1.** Aggravated battery;

2. Armed robbery;

3. Arson;

**4.** Battery or aggravated battery on a teacher or other school personnel;

**5.** Kidnapping or abduction;

**6.** Murder

7. Manslaughter

8. Possession, use or sale of a controlled substance;

**9.** Possession, use or sale or any firearm; or production for placement on school property

10. Possession, use, or sale of any explosive device

11. Bomb threat or hoax

12**.** Sexual battery

Students found to have committed one of the following offenses on school property, school sponsored transportation or during a school sponsored activity shall 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 and be referred to the criminal justice or juvenile justice system:

1. Bringing a firearm or weapon as defined in Chapter 790, Florida Statutes, to school; to any school function, or on any school-sponsored transportation or possessing a firearm at school.
2. Making a threat or false report as defined in Florida Statutes, Sections 790.162 and 790.163 respectively, involving school or school personnel’s property, school transportation or a school-sponsored activity.(790.162 Threat to throw, project, place, or discharge any destructive device; 790.163 False report about planting bomb, explosive, or weapon of mass destruction)

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. **F.S**. **1006.63.**

**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.

 "Intoxicating or alcoholic beverages" refer to all beverages containing more than one percent (1%)

 alcohol by weight.

"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 also include and by definition mean 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:

1. Narcotics: (codeine, demerol, dilaudid, heroin, methadone, morphine, opium, and percodan).
2. Barbiturates and related sedatives: (amytal, nembutal, phenobarbital, seconal, tuinal, doriden, noludar, placidyl, quaalude, soper, parest, optimil, and somnafac).
3. Cocaine (in any form).
4. Hallucinogens: (LSD, MDA, mescaline, peyote, psilocybin, and PCP);
5. Tranquilizers: daimane, equanil/miltown, librium, serax, and valium; mellaril, thorazine
6. Synthetic drugs, legal or illegal such as Mojo or Bath Salths
7. Any other drug that is listed as a controlled substance in Chapter 893, Florida Statutes.

 “Sale” means the actual, constructive, or attempted transfer from one (1) person to another for any

 consideration or remuneration whatsoever.

 Distributing" means the actual, constructive, or attempted transfer from one person to another without

 remuneration whatsoever.

 "Possesses" means having or holding of property or the state of owning or having in one's hands.

 “Second Offense” means any second offense while enrolled in grades 6-12 regardless of home school

 district.

 “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.

Medication: 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, under the influence, possesses, is selling, has sold, or is otherwise distributing tobacco while on a 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.

Students who are accused of drug/alcohol use have the option to have a drug or alcohol 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** - Minimum of 10 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 ten days and recommended for placement at the CARE Program for one calendar year.
2. Prior to the expiration of the ten 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:
	1. 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;
	2. 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.
	3. 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.
	4. 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.
	5. 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.
	6. 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 himself/herself 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 drug/alcohol use have the option to have a drug or alcohol 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 - Maximum of 10 days OSS with an alcohol offense referral to the appropriate law enforcement agency.

2nd offense – Maximum of up to 10 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.

3rd 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.
			* 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.

**Smoking/School Property - F.S. 386.212; School Board Policy 2.90**

It is unlawful for anyone to smoke tobacco 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 constitute a civil infraction, punishable by a fine not to exceed $25. In lieu of the fine, a violator may perform 50 hours of community service or successfully complete a school-approved anti-tobacco program, where available.

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.

Only the principal or designee shall contact the parent(s) or legal guardian of a student regarding the situation.

Board employees who report any suspected unlawful use, possession or sale by a student shall be exempt from civil liability.

3. 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.

**Procedures for Students Charged with a Felony (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 principal shall comply with procedures described in State Board of Education Rule 6A - 1.0956

In lieu of expulsion, alternative education opportunities maybe 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 paid school events not occurring during school hours unless that privilege has been revoked.

Student Crime Watch / Be Brave Hotline

To promote responsibility among students and to assist in the control of criminal behavior in the schools, students are encouraged to report incidents of crime to the school principal or designee. Students have the choice of reporting crimes confidentially on the Hotline with the assurance that their identity will remain anonymous. F.S. 1001.42; 1006; 1012.22

**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 School. 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. Effective July 1, 2012, students can only be assigned to the CARE program 2 times during grades 6-12. CARE placements prior to July 1, 2012 would not count in this total.

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 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 attend, but not participate in activities or functions that are open to the general public.

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 Child Study 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 Child Study 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 not count towards the cumulative days for expulsion. Students suspended from ISS will not be allowed to make up work for the OSS days, and will receive a grade of “0” for all work missed during those days.

Students will be placed in the CARE Program or receive other Educational Services as an alternative placement at any time the Child Study 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.

# **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.

The complete Calhoun County School Board Policy 2.71: Bullying and Harassment can be found in Appendix A.

**SUSPENSION**

In the event of suspension, the student will be given a letter 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. Also, during the suspension time the student cannot participate in any extra-curricular activities, including attending the prom if it occurs during those particular dates.

**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.**

**PARENTAL AGREEMENT FORM**

**Please read, sign, and return the following forms.**

I have read and understand the Student Policies as stated in the Blountstown High School Handbook. I will cooperate with the school in upholding these policies.

Student’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s/Guardian’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Homeroom Teacher\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SENIOR OFF CAMPUS PERMISSION FORM**

This is to certify that I request my child be allowed to leave the school campus during the lunch period each day that school is in session, unless this privilege is revoked by me or the school. I also agree to the following conditions:

1. I understand that if the above named child is late for any reason in returning to school, the school with no exceptions will revoke this privilege, and I agree to this.

2. In the event that my child is caught misbehaving, I agree that the off-campus lunch privilege should be

 revoked and possible legal action taken. Misbehavior that might warrant such action may include:

 student involvement with drugs or alcohol, driving automobiles at high speeds or in a dangerous

 manner, fighting, or other illegal or dangerous behavior.

3. The dangers of students leaving campus have been made clear to me as a parent or guardian, and I fully

 understand that Blountstown High School and the Calhoun County School Board will in no way be held

 responsible for any accident or incident that might occur to my child while he/she is away from the

 school during the lunch period.

Parent/Guardian Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2014 – 2015 BHS Bell Schedule**

**First Bell 7:45**

**First Period 7:49-8:39**

**Goodmorning Show/**

**Dress Code Check 8:39-8:43**

**Second Period 8:47-9:37**

**Third Period 9:41-10:31**

**Break 10:31-10:37**

**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**

**Teacher Bell 3:15**



|  |
| --- |
| **BHS Personnel List w/Extensions** |
| Personnel | Extension |
| Ayers, Dana (VM Only) | 51 |
| Ayers, Pam | 48 |
| Barrentine, Tammy | 77 |
| Bennett, Elizabeth  | 37 |
| Bennett, Vicki (VM Only) | 53 |
| Betts, Debra (VM Only) | 54 |
| Brady, Harriet (VM Only) | 71 |
| Burnsed, Brenda | 20 |
| Cafeteria Lounge | 41 |
| Cafeteria Manager | 42 |
| Caudle, Wade | 60 |
| Computer Lab in Bldg #5 | 45 |
| Conference Room | 35 |
| Daniels, Shirley | 28 |
| Dawson, Jonetta (VM Only) | 56 |
| Edenfield, Shannon | 72 |
| Edewaard, Janet | 39 |
| Edwards, Adam | 64 |
| Granger, Sidney | 47 |
| Guidance Conf. Rm. | 25 |
| Hobby, Lisa (VM Only) | 76 |
| Howell, Allyson (VM Only) | 59 |
| Jeffery. Joshua (VM Only) | 58 |
| Johnson, Shayee (VM Only) | 69 |
| Jordan, Greg | 36 |
| McCalvin, Hannah (VM Only) | 55 |
| McClellan, Loraine (VM Only) | 61 |
| McCrone, Sharon | 44 |
| McGhee, Amanda (VM Only) | 68 |
| McPherson, Joshua | 46 |
| Nichols, Bart (VM Only) | 62 |
| Office 1 | 33 |
| Office 2 | 32 |
| Office 3 | 31 |
| Overholt, Carmen | 27 |
| Peacock, Jeannine | 23 |
| Pope, Quatarious (VM Only) | 65 |
| Resource Officer | 24 |
| Sanders, Juanice | 52 |
| School Health Aide | 30 |
| Stanley, Rebecca | 26 |
| Stewart, Rebecca | 70 |
| Taylor, Samantha  | 43 |
| Teacher Workroom | 34 |
| Teacher Workroom Bldg 7  | 49 |
| Teacher Workroom Bldg 8 | 50 |
| Tomlinson, Karen (VM Only) | 67 |
| Tranquille, Gerald | 38 |
| Vincent, Marilyn (VM Only) | 57 |
| Vocational Spec. Rm. | 29 |
| Wade, Sara | 73 |
| White, Cherie (VM Only) | 66 |
| Whitehead, Benjamin | 74 |
| Williams, Debbie | 22 |
| Wood, Tracy | 21 |
|  |  |
|   |  |
|  |  |
|  |  |
|  |  |
|  |  |