

**Miami Jackson Senior High School  
Parent & Student Handbook  
2017-2018**



**Rennina Turner, Principal  
1751 NW 36<sup>TH</sup> Street Miami, FL 33142  
(305) 634-2621  
[www.jacksonshs.org](http://www.jacksonshs.org)**

Miami-Dade County Public Schools  
The School Board of Miami-Dade County, Florida

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**Superintendent of Schools**

Mrs. Valtena G. Brown  
**Deputy Superintendent/Chief Operating Officer, School Operations**



# **Miami-Dade County Public Schools**

## **VISION**

We are committed to provide educational excellence for all.

## **MISSION**

We provide the highest quality education so that all of our students are empowered to lead productive and fulfilling lives as lifelong learners and responsible citizens.

## **CORE VALUES**

### **Excellence**

We pursue the highest standards in academic achievement and organizational performance.

### **Integrity**

We build positive relationships through honesty, respect and compassion, which enhance the self-esteem, safety, and well-being of our students, families and staff.

### **Equity**

We foster an environment that serves all students and aspires to eliminate the achievement gap.

### **Citizenship**

We honor the diversity of our community by working as a team to ensure the educational success of all of our students and recognize that our obligations go beyond our professional responsibilities to promote democratic principles.

## Message from the Principal



Welcome to the 2017-2018 school year! As the incoming Principal, I am honored and humbled to serve the students, parents and community as an alum of Miami Jackson Senior High School. The administration, faculty and staff are committed to working collaboratively to ensure all students receive a level of education that will exceed his/her academic expectations as we prepare all students to be future ready.

The strategic and deliberate work we will engage in this 2017-2018 school year will center around our schoolwide theme, "Make it Happen". As we acknowledge the challenges before us, we will work collaboratively to ensure we meet our goal of academic success for all students. Again, welcome to the 2017-2018 school year where Generals rule with pride!

Sincerely,

Rennina Turner, Principal



# Miami Jackson Senior High School

## Vision

*The vision of Miami Jackson Sr. High is to provide essential preparation for higher learning and the workforce.*

## Mission Statement

*The mission is to uphold an optimal learning environment through state of the art technology and multicultural sensitivity for worldwide readiness*

## Philosophy

*Miami Jackson Senior High School believes in combining the best research and practice in teaching and learning to create a rigorous and engaging curriculum that prepares students to understand the world in which they live and their role as citizens. We are committed to personalized instruction, developing student self-esteem and confidence through academic merit, achievement, through participation in extra-curricular and athletic activities. The stakeholders of Miami Jackson Senior High School have developed a mission designed to advance teaching and learning in the areas of reading, mathematics, and science, to increase the number of participants in advanced academics, to develop the appropriate strategies for the infusion of character education into the existing curriculum, to target the use of technology as a tool to enhance teacher planning and instruction with the broader goal of promoting student technological literacy.*

## Creed



*The crest, "VINCIT QUI SE VINCIT", is the official motto of Miami Jackson Senior High School. Translated, it means, "He who conquers, must first conquer himself."*

*The shield of Miami Jackson Senior High School is in the shape of a triangle, the strongest geometrical shape known. Inserted in this triangle is the torch of knowledge to imply strength through education. In the sinister chief, Alyre is present to symbolize the fine arts. In the Dexter chief, the gears of industry represent the vocational-technical programs offered. In the honor point, the letter "G" representing the GENERALS and the school's athletic program, holds visual priority. The ancient Olympic symbol of achievement, the laurel wreath, adorns the base. Traditionally this seal is colored in or (gold) and vert (green) our school colors.*

**Alma Matter**

*MIAMI JACKSON,  
hail to thee.*

*We love thy noble name.  
The memory of each hour and day,  
Is bright in our hearts once again.*

*So loud as mighty thunder,  
Our song to thee we sing.  
And as we raise our voices loud and strong,  
May thy praises forever ring.*

**School Information**

1751 NW 36TH Street Miami, FL 33142  
(305) 634-2621

**Website**

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

**Administrative Staff**

- Mrs. Rennina Turner.....Principal
- Mr. Christian Saavedra.....Vice Principal
- Ms. Ana Barreto.....Assistant Principal
- Ms. Veronica Williams.....Assistant Principal
- Mr. John Sterling.....Assistant Principal

**Support Staff**

- Mrs. Jessiann Sanchez.....Graduation Coach
- Mr. Larry Hugue. ....SCSI Coordinator
- Mr. Henry Menard. ....Administrative Assistant
- Ms. Tamiaka McLaughlin.....Activities Director
- Ms. Tonya Johnson.....Athletic Director

## Feeder Pattern Schools



Elementary Schools	K-8 Center	Middle Schools	Senior High School
Kelsey L.Pharr Elementary	Paul Laurence Dunbar K-8 Center	Georgia Jones-Ayers Middle	Miami Jackson Senior High
Lenora B. Smith Elementary			
Santa Clara Elementary			
Lorah Park Elementary			

# 2017-2018 SCHOOL CALENDAR



## MIAMI-DADE COUNTY PUBLIC SCHOOLS 2017-2018 SCHOOL CALENDAR ELEMENTARY AND SECONDARY

July 2017				
M	T	W	T	F
3	<del>4</del>	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

August 2017				
M	T	W	T	F
	1	2	3	4
7	8	9	<del>10</del>	<del>11</del>
<del>14</del>	<del>15</del>	<del>16</del>	17	18
21	22	23	24	25
28	29	30	31	

September 2017				
M	T	W	T	F
				1
<del>4</del>	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	<del>28</del>	29

October 2017				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November 2017				
M	T	W	T	F
		1	2	3
6	7	8	9	<del>10</del>
13	14	15	16	17
20	21	22	<del>23</del>	<del>24</del>
27	28	29	30	

December 2017				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>	<del>29</del>

January 2018				
M	T	W	T	F
<del>1</del>	<del>2</del>	<del>3</del>	<del>4</del>	<del>5</del>
8	9	10	11	12
<del>15</del>	16	17	18	19
22	23	24	25	26
29	30	31		

February 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
<del>19</del>	20	21	22	23
26	27	28		

March 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
<del>26</del>	<del>27</del>	<del>28</del>	<del>29</del>	<del>30</del>

April 2018				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

May 2018				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
<del>28</del>	29	30	31	

June 2018				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

 New Teachers Report	 Recess Day
 Teacher Planning Day	 Beg/End of Grading Period
 Teacher Planning Day - (No - Opt)	 Legal Holiday
District-wide Professional Development Day	
 Secondary Early Release	
 Hurricane Days - No School in session	

Days in Grading Period
1-39
2-45
3-43
4-48

For information on employee opt days, please refer to back of calendar.



**MIAMI-DADE COUNTY PUBLIC SCHOOLS  
2017-2018 SCHOOL CALENDAR  
ELEMENTARY AND SECONDARY  
MIAMI, FLORIDA**

August 17, 18, 2017	Teacher planning days; no students in school
August 21	First Day of School; begin first semester
September 4	Labor Day; holiday for students and employees
September 21*+##	Teacher planning day; no students in school
September 28	Secondary early release day
October 2	Teacher planning day; District-wide Professional Development Day - not available to opt; no students in school
October 26	End first grading period; first semester
October 27	Teacher planning day; District-wide Professional Development Day - not available to opt; no students in school
October 30	Begin second grading period; first semester
November 10	Observance of Veterans' Day; holiday for students and employees
November 22*+##	Teacher planning day; no students in school
November 23	Thanksgiving; Board-approved holiday for students and employees
November 24	Recess Day
December 25-	Winter recess for students and all employees with the exception of Fraternal Order of
January 5, 2018	Police Employees;
January 15	Observance of Dr. Martin Luther King, Jr.'s Birthday; holiday for students and employees
January 19	End first semester and second grading period
January 22	Begin second semester; third grading period
February 19	All Presidents Day; holiday for students and employees
March 22	End third grading period; second semester
March 23*+##	Teacher planning day; no students in school
March 26-30	Spring recess for students and all employees with the exception of Fraternal Order of Police Employees
April 2	Begin fourth grading period; second semester
May 28	Observance of Memorial Day; holiday for students and employees
June 7	Last Day of School; end fourth grading period; second semester
June 8	Teacher planning day; not available to opt; no students in school

NOTE: Every Wednesday students in elementary schools (Grades 2-5) and K-8 Centers (Grades 2-8) are released one (1) hour early

Job Category	Beginning Date	Ending Date
Teachers new to the system	August 10, 2017	June 8, 2018
Assistant Principals and 10-month clerical	August 10, 2017	June 15, 2018
Cafeteria Managers	August 14, 2017	June 8, 2018
Satellite Assistants	August 16, 2017	June 7, 2018
All Instructional Staff, Paraprofessionals & Security	August 17, 2017	June 8, 2018
Assistant to Cafeteria Managers/MAT Specialists	August 18, 2017	June 7, 2018
Cafeteria Workers (part-time)	August 21, 2017	June 7, 2018

**\*Teachers/paraprofessionals and school support personnel** may opt to work one or two days, August 15, 16, 2017, or June 11, 12, 2018, in lieu of any one or two of the following days: September 21, 2017, November 22, 2017 and March 23, 2017. October 2, 2017 and October 27, 2017, are District-wide Professional Development Days and are not available to opt.

**+Teachers new to Miami-Dade County Public Schools** may opt to work one or two days, June 11, 12, 2018, in lieu of any one or two of the following days: September 21, 2017, November 22, 2017 and March 23, 2017. October 2, 2017 and October 27, 2017, are District-wide Professional Development Days and are not available to opt.

**#Ten-month secretarial and clerical employees** may opt to work one or two days, August 8, 9, 2017, or June 18, 19, 2018, in lieu of any one or two of the following days: September 21, 2017, November 22, 2017 and March 23, 2017. October 2, 2017 and October 27, 2017, are District-wide Professional Development Days and are not available to opt.

# 2017-2018 M-DCPS TESTING CALENDAR

## MIAMI-DADE COUNTY PUBLIC SCHOOLS 2017 - 2018 TESTING CALENDAR, GRADES PreK-12 Tentative: September 19, 2017

The calendar will be updated periodically as additional information is obtained about the district, state, national, and international tests administered to the students in Miami-Dade County Public Schools.

ADMINISTRATION WINDOW	DESCRIPTION	ABBREVIATION	PARTICIPANTS	MANDATE
July 10 – 20	<i>Florida Standards Assessments: End-of-Course Assessments Algebra 1 CBT*</i>	<b>FSA EOC</b>	Grades 9-12, <i>eligible</i>	Federal and State
	<i>Florida Next Generation Sunshine State Standards End-of-Course Assessments Algebra 1 Retake CBT*</i>	<b>NGSSS EOC</b>		
July 27 – 28	<i>Alternative Assessment for Grade 3 Promotion (SAT-10)</i>	<b>AAGTP</b>	Grade 3, <i>retained</i>	State <sup>1</sup>
August 21 – September 15	<i>Interim Assessment Tests (Baseline): Science</i>	<b>BBA</b>	Grades 5, 8	State <sup>1</sup>
August 21 – September 19	<i>Florida VPK Assessment (AP1)</i>	<b>VPK</b>	Prekindergarten	State
August 21 - September 29	<i>Galileo Baseline Assessment for Head Start Students</i>	<b>Galileo</b>	Head Start students	Federal <sup>1</sup>
August 21- October 13	<i>Florida Kindergarten Readiness Screener (STAR Assessment)</i>	<b>FLKRS</b>	Kindergarten	State
August 21- November 3	<i>Florida Assessments for Instruction in Reading* Assessment Period 1 (AP1)</i>	<b>FAIR-FS</b>	Grades 9-10**	State
August 28 – October 6	<i>i-Ready Diagnostic Test* (AP1)</i>	<b>i-Ready</b>	Grades K-8**	State <sup>1</sup>
September 18 – October 6	<i>Florida Standards Assessments: End-of-Course Assessments Algebra 1, and Geometry, CBT*</i>	<b>FSA EOC</b>	Grades 6-12, <i>eligible</i>	Federal and State
	<i>Florida Standards Assessments English Language Arts Grade 10 Retake CBT* Writing Component</i>	<b>FSA ELA RETAKE</b>	Grades 10+, 11, 12, <i>eligible</i>	
September 18 – October 13	<i>Reading/Listening Component</i>			
September 18 – October 20	<i>Florida Next Generation Sunshine State Standards End-of-Course Assessments Biology 1, Civics, and US History CBT*</i>	<b>NGSSS EOC</b>	Grades 6-12, <i>eligible</i>	Federal and State
	<i>Florida Comprehensive Assessment Test 2.0 Reading Retake CBT*</i>	<b>FCAT 2.0 RETAKE</b>	Grades 10+, 11, 12, <i>eligible</i>	
September 25– January 26	<i>Preliminary SAT 8/9</i>	<b>PSAT 8/9</b>	Grades 8 & 9, <i>optional</i>	Nationally Offered
October 2 – 31	<i>FITNESSGRAM Pretest</i>	<b>FITNESSGRAM</b>	Grades 4-12, <i>enrolled in PE courses</i>	District
October 9 – November 3	<i>District ELA Writing Test</i>	<b>DWT</b>	Grades 4-10, <i>optional</i>	District offered
October 11	<i>Preliminary SAT / National Merit Scholarship Qualifying Test</i>	<b>PSAT / NMSQT</b>	Grade 9, <i>Optional</i>	Nationally Offered
			Grade 10	State
			Grade 11, <i>Optional</i>	Nationally Offered
November 6 – February 9	<i>Florida Assessments for Instruction in Reading* Assessment Period 2 (AP2)</i>	<b>FAIR-FS</b>	Grades 9-10**	State
November 8 – 9	<i>Grade 3 Mid-Year Promotion (ITBS)</i>	<b>GTMYP</b>	Grade 3, <i>retained</i>	State <sup>1</sup>
November 20 – December 22	<i>Mid-Year Assessments English Language Arts, Algebra 1, Geometry</i>	<b>MYA</b>	Grades 9-10, <i>EOC enrolled</i>	State <sup>1</sup>
November 27- December 15	<i>Florida Standards Assessments: End-of-Course Assessments Algebra 1, and Geometry, CBT*</i>	<b>FSA EOC</b>	Grades 6-12, <i>eligible</i>	Federal and State
	<i>Florida Next Generation Sunshine State Standards End-of-Course Assessments Biology 1, Civics, and US History CBT*</i>	<b>NGSSS EOC</b>		
December 1 – 22	<i>i-Ready Diagnostic Test* (AP2)</i>	<b>i-Ready</b>	Grades K-8**	State <sup>1</sup>
January 10 – February 2	<i>Florida VPK Assessment (AP2)</i>	<b>VPK</b>	Prekindergarten	State
January 22 – February 16	<i>Mid-Year Assessments Science, Biology 1, United States History, and Civics</i>	<b>MYA</b>	Grades 5, 8, <i>EOC enrolled</i>	State <sup>1</sup>
January 22 – May 4	<i>Grade 3 Reading Student Portfolio</i>	<b>GTRSP</b>	Grade 3	State <sup>1</sup>
January 29 – March 9	<i>National Assessment of Educational Progress Reading, Mathematics, and Science</i>	<b>NAEP</b>	Grades 4, 8, 12, <i>selected schools</i>	Federal
January 29 – March 23	<i>Assessing Comprehension and Communication in English State-to-State for English Language Learners (ACCESS for ELLs 2.0)</i>	<b>ACCESS</b>	Grades K-12, <i>all current ELLs</i>	Federal and State
February 12 – June 8	<i>Florida Assessments for Instruction in Reading* Assessment Period 3 (AP3)</i>	<b>FAIR-FS</b>	Grades 9-10**	State

Developed by Student Assessment and Educational Testing. Updated: September 19, 2017

**MIAMI-DADE COUNTY PUBLIC SCHOOLS**  
**2017 - 2018 TESTING CALENDAR, GRADES PreK-12**  
**Tentative: September 19, 2017**

ADMINISTRATION WINDOW	DESCRIPTION	ABBREVIATION	PARTICIPANTS	MANDATE
February 26 – March 2	<i>Florida Standards Assessments English Language Arts Grade 10 Retake - Writing Component CBT*</i>	<b>FSA ELA RETAKE</b>	Grades 10+, 11, 12, eligible	Federal and State
February 26 – April 13	<i>Florida Standards Alternate Assessment English Language Arts and Mathematics Writing</i>	<b>FSAA</b>	Grades 3-8***	Federal and State
	<i>Science</i>		Grades 4-8***	
	<i>End-of-Course Assessment (Civics)</i>		Grade 5 and 8	
			Grade 7	
March 1-9	<i>Florida Standards Assessments English Language Arts – Writing Component – CBT*</i>	<b>FSA</b>	Grades 8-10	Federal and State
March 5-9	<i>English Language Arts – Writing Component - Paper</i>		Grades 4-7	
March 12 – April 27	<i>Florida Standards Alternate Assessment English Language Arts Writing</i>	<b>FSAA</b>	Grade 9 and 10***	Federal and State
	<i>End-of-Course Assessments: Algebra 1, Biology 1, Geometry, and U.S. History</i>		Grade 9 and 10***	
			Grade 9-12 enrolled***	
March 19 – April 6	<i>Florida Standards Assessments English Language Arts Grade 10 Retake-Reading Component CBT*</i>	<b>FSA ELA RETAKE</b>	Grades 10+, 11, 12, eligible	Federal and State
	<i>Algebra 1 Retake CBT*</i>	<b>FSA EOC ALGEBRA 1 RETAKE</b>	Grades 6- 12, eligible Retake only	
	<i>Florida Comprehensive Assessment Test 2.0 Reading Retake CBT*</i>	<b>FCAT 2.0 RETAKE</b>	Grades 10+, 11, 12, eligible	
April 2 – 30	<i>FITNESSGRAM Posttest</i>	<b>FITNESSGRAM</b>	Grades 4-12, enrolled in PE courses	District
April 4 – 10	<i>Stanford Achievement Test, Tenth Edition Reading and Mathematics</i>	<b>SAT-10</b>	Grades K-2	District
April 9 – 13	<i>Florida Standards Assessments English Language Arts - Reading - Paper</i>	<b>FSA</b>	Grade 3	Federal and State
April 16 – May 11	<i>Florida Standards Assessments English Language Arts – Reading CBT*</i>	<b>FSA</b>	Grades 4 – 10	Federal and State
	<i>Mathematics CBT*</i>		Grades 3 – 8	
April 16 – May 11	<i>Florida Standards Assessments: End-of-Course Assessments Algebra 1 and Geometry CBT*</i>	<b>FSA EOC</b>	Grades 6-12, eligible	Federal and State
	<i>Florida Next Generation Sunshine State Standards End-of-Course Assessments Biology 1, Civics, and US History CBT*</i>	<b>NGSSS EOC</b>		
April 27 – May 18	<i>International Baccalaureate External Written Examinations</i>	<b>IB</b>	Grades 11-12, enrolled and registered	Internationally Offered
April 30 – May 4	<i>Florida Comprehensive Assessment Test 2.0 Science</i>	<b>FCAT 2.0</b>	Grades 5 and 8	Federal and State
April 30 – June 14	<i>Cambridge Advanced International Certificate of Education Examinations</i>	<b>AICE</b>	Grades 9-12, enrolled and registered	Internationally offered
May 7 – 18	<i>Advanced Placement Exams</i>	<b>AP</b>	Grades 8-12, enrolled and registered	Nationally Offered
May 7 – June 1	<i>i-Ready Diagnostic Test* (AP3)</i>	<b>i-Ready</b>	Grade K-2, 4-8**** eligible	State <sup>1</sup>
May 9 – May 25	<i>Florida VPK Assessment Assessment Period 3 (AP3)</i>	<b>VPK</b>	Prekindergarten	State
May 21 – June 1	<i>Alternative Standardized Reading Assessment (i-Ready or ITBS)</i>	<b>ASRA</b>	Grade 3**** eligible	State <sup>1</sup>

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**MIAMI-DADE COUNTY PUBLIC SCHOOLS**  
**2017 - 2018 TESTING CALENDAR, GRADES PreK-12**  
**Tentative: September 19, 2017**

<b>TESTS GIVEN ON AN AS-NEEDED BASIS</b>			
DESCRIPTION	ABBREVIATION	PARTICIPANTS	MANDATE
<i>Acuscreen</i> Screening for Head Start Students new to the program, or students requiring further interventions; conducted within the first 45 calendar days from the date of entry.	Acuscreen	Head Start students	Federal <sup>1</sup>
<i>Aprenda La Prueba de los Logros en Español Segunda Edición</i> Placement decision for Gifted Program, Spanish-speaking ELLs	APRENDA	Grades K-12, <i>eligible (gifted placement)</i>	State
<i>Battelle Developmental Inventory Second Edition (Initial)</i> Administered to SPED students within 30 calendar days of student entering PreK program. Administered March 1 – 15 for SPED students exiting the PreK program.	BDI-2	PreK SPED	State
<i>e-Deca2</i> Screening for Head Start students new to program must be completed within the first 45 calendar days from the date of entry.	DECA	Head Start students	Federal <sup>1</sup>
<i>Florida Standards Alternate Assessment (FSAA) – Datafolio</i> Data Collection Periods: September 2017, November 2017, and February 2018	FSAA	SPED, eligible	Federal and State
English Language Arts – Reading & Writing		Grades 3–10	
Mathematics		Grades 3– 8	
NGSSS Science		Grades 5 and 8	
End-of-Course Assessments (Algebra 1, Biology 1, Civics, Geometry, U.S. History)		Grade 9-12 eligible enrolled	
<i>Industry Certification Examination</i> Federal or state regulatory agency-developed assessment instruments leading to licensure.	ICE	Grades 6-12, <i>eligible enrolled students</i>	Federal and State
<i>The Iowa Tests (Iowa Tests of Basic Skills and Iowa Tests of Educational Development)</i> Placement decisions for Gifted Program ACCEL Option	ITBS/ITED	Grades K-12, <i>eligible</i>	Federal and State
<i>Miami-Dade County Oral Language Proficiency Scale Revised</i> Placement decisions for ESOL Exit ESOL Program (only if exiting KG via an ELL Committee prior to Spring administration of ACCESS for ELLs 2.0)	M-DCOLPS-R	Grade K, <i>eligible</i>	Federal and State
<i>Online Comprehensive English Language Learning Assessment</i> Placement decisions for ESOL Extension of services for ESOL Program	Online CELLA	Grades 1-12, <i>eligible</i>	Federal and State
<i>Florida's Postsecondary Education Readiness Test</i> Dual Enrollment Placement, Comparative Score for Algebra 1 EOC	PERT	Grades 9 – 12	State

<b>COLLEGE ENTRANCE EXAMINATIONS</b>			
<b>NATIONALLY OFFERED FOR INTERESTED, REGISTERED STUDENTS</b>			
SAT and SAT Subject Test Dates*		ACT Test Dates	
August 26, 2017	March 10, 2018 (SAT Only)	September 9, 2017	April 14, 2018
October 7, 2017	May 5, 2017	October 28, 2017	June 9, 2018
November 4, 2017	June 2, 2018	December 9, 2017	July 14, 2018
December 2, 2017		February 10, 2018	

\*SAT Sunday administrations usually occur the day after each Saturday test date for students who cannot test on Saturday due to religious observance.

**Notes:**

<sup>1</sup>District-selected assessment to comply with state and/or federal mandate.

\*Designates computer-based testing only, with paper-based accommodations available for eligible students with disabilities.

\*\*The following students in all schools must participate in progress monitoring, as specified in the calendar:

- Grades K-8: i-Ready, all students
  - For middle school students enrolled in Algebra 1 and Geometry,
    - AP1 required for students in Tier 2 and 3 schools and *optional* for students Tier 1 and Tier 1 WATCH schools
    - AP2 optional (not recommended) for all students
- Grades 9-10: FAIR, Levels 1 and 2.

\*\*\*Only includes ESE students exempted from standardized testing at these grade levels.

\*\*\*\* ELA only required for:

- students in Reading grades K-2,
- grade 3 students scoring below 40<sup>th</sup> percentile in grade 2 SAT-10 ELA portion
- students with FSA Reading Levels 1 and 2 in grades 3-8

Developed by Student Assessment and Educational Testing. Updated: September 19, 2017

## Important Dates

Interim Report Distribution	Report Card Distribution *
September 22, 2017	November 13, 2017
December 1, 2017	February 2, 2018
February 23, 2018	April 13, 2018
May 4, 2018	June 22, 2018

### \* Sent To Parents

## Activities

### Clubs

Miami-Dade County Public Schools' students may participate in a wide variety of activities, including student council, subject-area clubs, honor societies, service clubs, school publications and class activities. School-sponsored clubs may be curriculum-related or noncurriculum-related.

Curriculum-related clubs are student groups whose goals are an extension of the activities and objectives in a particular subject area within the school's curriculum. Conversely, noncurriculum-related clubs are student groups whose goals are special interest oriented and not directly related to the curriculum. Meetings of noncurriculum-related clubs may be scheduled only at times when instruction is not taking place, either before or after school. For further information regarding clubs and activities, contact the Activities Director in room 122.

### Non-School Sponsored Clubs

The State of Florida prohibits the participation of public school students in Fraternities or Sororities, or any other secret society whose active membership is comprised wholly or partly by public school students and its members are selected based on the decision of its members, and not on the rules of the school.

### Fieldtrips and Special Activities

The Student Activities Office is responsible for coordinating fieldtrips and activities pertaining to clubs and classes. Participation in fieldtrips requires that the student present a fieldtrip form signed by the parent/guardian to his/her teacher(s) in advance. It is the student's responsibility to make up the work missed while on a fieldtrip. In addition, at times vendors who have a "no refund" policy will require schools to pay the full amount of the fieldtrip prior to the event. In this case, students/parents will be notified in advance of the vendor's "no refund" policy.

### Senior Activities

- Senior Pictures: July 2017-December 2nd at Nick's Photo Studio
- Senior Parent Night: October 18, 2017

- Cap & Gowns Order: October 18, 2017
- Senior Panoramic Pictures: Dec 1, 2017
- Senior Breakfast: Dec 15, 2017
- Senior Picnic: March 22, 2018
- Grad Bash: April 20, 2018
- Prom: May 19, 2018
- Graduation Meeting (Mandatory): April 26, 2018
- Graduation: TBA, 2018

Students and parent(s)/guardian(s) must read and sign the Miami-Dade county Public Schools Contract for Student Participation in Interscholastic Competitions or Performances (FM-7155) (08-07).

### **Fundraisers – Board Policy 5830**

Fundraising activities must be conducted during non-instructional class time, preferably before and after school. An Application for Fundraising Activity, M-DCPS Form 1018 must be completed. Regional Center approval is required for any fundraising activity where collections take place outside of school grounds. This approval can be obtained by completing M-DCPS Form 5656, Region Center Approval for Fundraising Activity (Community Sales).

Fundraising activities involving students working or providing services for community events or outside business organization for which compensation, monetary or otherwise, will be given, either to the students or the school, **are not** allowed to be conducted as school-sponsored /student fundraisers. High school students are allowed to participate in the sale of magazines.

### **Athletics**

The Division of Athletics, Activities and Accreditation works with M-DCPS school sites to provide students with opportunities to participate in athletics at various levels. Athletic programs are offered at K-8 Centers, middle schools and high schools. Athletics at the K-8 Centers consists of intramural programs. At the middle schools, athletics consists of intramural and interscholastic programs. At the high school level, interscholastic programs are offered at most senior high schools. If a student attends a M-DCPS senior high school that does not offer athletics, he or she may participate at their home zoned high school.

For participation in interscholastic athletics at the middle school level, a student must have a 2.00 GPA in conduct and academics to participate. His or her parent must sign the M-DCPS Middle School Athletic Program Consent and Release from Liability Certificate. For participation in interscholastic athletics at the high school level, a GPA of 2.00 in conduct And academics is required except for incoming freshman. All participants must purchase athletic and/or football insurance to participate and must have a current physical form on file.

The parents and student must also sign the Contract for Student Participation in Interscholastic Competitions or Performances. The District also has policies concerning transfer students and participation in athletics. If a parent has questions concerning these policies, he or she should

contact the Division of Athletics, Activities and Accreditation for clarification and the Athletic Director at room 124.

### **Attendance Policy – Board Policy 5200**

Student attendance is a means of improving student performance and critical in raising student achievement. Together, the staff of Miami-Dade County Public Schools, students, parents and the community must make every effort to lessen the loss of instructional time to students.

### **Excused School and Class Absences and Tardies**

1. Student illness: Students missing 5 or more consecutive days of school due to illness or injury are required to provide a written statement from a health care provider. The written statement must include all days the student has been absent from school. If a student is continually sick and repeatedly absent from school due to a specific medical condition, he or she must be under the supervision of a health care provider in order to receive excused absences from school.
2. Medical appointment: If a student is absent from school due to a medical appointment, a written statement from a health care provider indicating the date and time of the appointment, must be submitted to the Principal.
3. Death in the immediate family
4. Observance of a religious holiday or service when it is mandated for all members of a faith that such a holiday or service is observed.
5. School-sponsored event or educational enrichment activity that is not a school-sponsored event, as determined and approved by the Principal. The student must receive advance written permission from the Principal or the principal's designee. Examples of special events include: public functions, conferences, and regional, state and national competitions.
6. Court appearance of the student, subpoena by law enforcement agency, or mandatory court appearance.
7. Student Success Center.
8. Other individual student absences beyond the control of the parent/guardian or student, as determined and approved by the Principal. The Principal shall require documentation related to the condition.

### **Unexcused School Absence**

Any absence that does not fall into one of the above excused absence categories shall be considered unexcused. Any student who has been absent from school will be marked unexcused until they submits the required documentation as specified above. Failure to provide required documentation within three (3) school days upon the return to school will result in an unexcused absence. Unexcused absences include:

1. Vacations, personal services, local non-school event, program or sporting activity
2. older students providing day care services for siblings;
3. illness of others;
4. non-compliance with immunization requirements (unless lawfully exempted).

## Arrival/Dismissal

School Hours: 7:20 A.M. – 2:20 P.M.

### Bell Schedule

<b>PERIOD</b>	<b>TIME</b>
<b>1<sup>ST</sup>/2<sup>ND</sup></b>	<b>7:20 – 9:00 a.m.</b>
<b>3<sup>RD</sup>/4<sup>TH</sup></b>	<b>9:05 – 10:35 a.m.</b>
<b>5<sup>TH</sup>/6<sup>TH</sup></b>	<b>10:40 – 12:45 p.m.</b>
<b>7<sup>TH</sup>/8<sup>TH</sup></b>	<b>12:50 – 2:20 p.m.</b>
<b>First Lunch</b> Third Floor,	<b>10:40 - 11:10 a.m.</b> (Class 11:20-12:20)
<b>Second Lunch</b> First Floor Band, JROTC	<b>11:30 - 12:00 p.m.</b> (Class 10:40-12:00)
<b>Third Lunch</b> Second Floor, P.E., DANCE	<b>12:15 - 12:45 p.m.</b> (Class Time: 10:40-12:15)



Mon, Aug. 21, 2017 ODD Start of First Grading Period	Tues, Aug. 22, 2017 EVEN	Weds, Aug. 23, 2017 ODD	Thurs, Aug. 24, 2017 EVEN	Fri, Aug. 25, 2017 ODD
Mon, Aug. 28, 2017 EVEN	Tues, Aug. 29, 2017 ODD	Weds, Aug. 30, 2017 EVEN	Thurs, Aug. 31, 2017 ODD	Fri, Sept. 1, 2017 EVEN
Mon, Sept. 4, 2017 LABOR DAY NO SCHOOL	Tues, Sept. 5, 2017 ODD	Weds, Sept. 6, 2017 EVEN	Thurs, Sept. 7, 2017 IRMA	Fri, Sept. 8, 2017 IRMA
Mon, Sept. 11, 2017 IRMA	Tues, Sept. 12, 2015 IRMA	Weds, Sept. 13, 2017 IRMA	Thurs, Sept. 14, 2017 IRMA	Fri, Sept. 15, 2017 IRMA
Mon, Sept. 18, 2017 ODD	Tues, Sept. 19, 2017 EVEN	Weds, Sept. 20, 2017 ODD	Thurs, Sept. 21, 2017 Teacher Planning Day	Fri, Sept. 22, 2017 EVEN
Mon, Sept. 25, 2017 ODD	Tues, Sept. 26, 2017 EVEN	Weds, Sept. 27, 2017 ODD	Thurs, Sept. 28, 2017 EVEN Early Release	Fri, Sept. 29, 2017 ODD
Mon, Oct. 2, 2017 Teacher Planning Day Not Available to Opt	Tues, Oct. 3, 2017 EVEN	Weds, Oct. 4, 2017 ODD	Thurs, Oct. 5, 2017 EVEN	Fri, Oct. 6, 2017 ODD
Mon, Oct. 9, 2017 EVEN	Tues, Oct. 10, 2017 ODD	Weds, Oct. 11, 2017 EVEN	Thurs, Oct. 12, 2017 ODD	Fri, Oct. 13, 2017 EVEN
Mon, Oct. 16, 2017 ODD	Tues, Oct. 17, 2017 EVEN	Weds, Oct. 18, 2017 ODD	Thurs, Oct. 19, 2017 EVEN	Fri, Oct. 20, 2017 ODD
Mon, Oct. 23, 2015 EVEN	Tues, Oct. 24, 2015 ODD	Weds, Oct. 25, 2015 EVEN	Thurs, Oct. 26, 2015 ODD End of First Grading Period	Fri, Oct. 27, 2015 Teacher Planning Day Not Available to Opt

MAKING IT HAPPEN

Mon, Oct. 30, 2017 EVEN Beginning of Second Grading Period	Tues, Oct. 31, 2017 ODD	Weds, Nov. 1, 2017 EVEN	Thurs, Nov. 2, 2017 ODD	Fri, Nov. 3, 2017 EVEN
Mon, Nov. 6, 2017 ODD	Tues, Nov. 7, 2017 EVEN	Weds, Nov. 8, 2017 ODD	Thurs, Nov. 9, 2017 EVEN	Fri, Nov. 10, 2017 <b>VETERANS' DAY NO SCHOOL</b>
Mon, Nov. 13, 2017 ODD	Tues, Nov. 14, 2017 EVEN	Weds, Nov. 15, 2017 ODD	Thurs, Nov. 16, 2017 EVEN	Fri, Nov. 17, 2017 ODD
Mon, Nov. 20, 2017 EVEN	Tues, Nov. 21, 2017 ODD	Weds, Nov. 22, 2017 <b>Teacher Planning Day</b>	Thurs, Nov. 23, 2017 <b>Thanksgiving Day NO SCHOOL</b>	Fri, Nov. 24, 2017 <b>Recess NO SCHOOL</b>
Mon, Nov. 27, 2017 EVEN	Tues, Nov. 28, 2017 ODD	Weds, Nov. 29, 2017 EVEN	Thurs, Nov. 30, 2017 ODD	Fri, Dec. 1, 2017 EVEN
Mon, Dec. 4, 2017 ODD	Tues, Dec. 5, 2017 EVEN	Weds, Dec. 6, 2017 ODD	Thurs, Dec. 7, 2017 EVEN	Fri, Dec. 8, 2017 ODD
Mon, Dec. 11, 2017 EVEN	Tues, Dec. 12, 2017 ODD	Weds, Dec. 13, 2017 EVEN	Thurs, Dec. 14, 2017 ODD	Fri, Dec. 15, 2017 EVEN
Mon, Dec. 18, 2017 ODD	Tues, Dec. 19, 2017 EVEN	Weds, Dec. 20, 2017 ODD	Thurs, Dec. 21, 2017 EVEN	Fri, Dec. 22, 2017 ODD
Mon, Jan. 8, 2018 EVEN	Tues, Jan. 9, 2018 ODD	Weds, Jan. 10, 2018 EVEN	Thurs, Jan 11, 2018 ODD	Fri, Jan 12, 2018 EVEN
Mon, Jan 15, 2018 <b>Dr. Martin Luther King Holiday</b>	Tues, Jan 16, 2018 ODD	Tues, Jan. 17, 2018 EVEN	Thurs, Jan 18, 2018 ODD End of Second Grading Period	Fri, Jan 19, 2018 <b>Teacher Planning Day</b>

WINTER RECESS:

DEC. 25, 2017-JAN. 5, 2018

Miami Jackson Senior High School  
2017-2018

3rd Quarter

Mon, Jan. 22, 2018 EVEN Beginning of Third Grading Period	Tues, Jan 23, 2018 ODD	Weds, Jan 24, 2018 EVEN	Thurs, Jan 25, 2018 ODD	Fri, Jan 26, 2018 EVEN
Mon, Jan 29, 2018 ODD	Tues, Jan 30, 2018 EVEN	Weds, Jan 31 2018 ODD	Thurs, Feb. 1, 2018 EVEN	Fri, Feb. 2, 2018 ODD
Mon, Feb 5, 2018 EVEN	Tues, Feb 6, 2018 ODD	Weds, Feb. 7, 2018 EVEN	Thurs, Feb.8, 2018 ODD	Fri, Feb 9, 2018 EVEN
Mon, Feb 12, 2018 ODD	Tues, Feb 13, 2018 EVEN	Weds, Feb 14, 2018 ODD	Thurs, Feb 15, 2018 EVEN Early Release	Fri, Feb 16, 2018 ODD
Mon, Feb 19, 2018  President's Day NO SCHOOL	Tues, Feb 20, 2018 EVEN	Weds, Feb 21, 2018 ODD	Thurs, Feb 22, 2018 EVEN	Fri, Feb 23, 2018 ODD
Mon, Feb. 26, 2018 EVEN	Tues, Feb. 27, 2018 ODD	Weds, Feb. 28, 2018 EVEN	Thurs, Mar. 1, 2018 ODD	Fri, Mar. 2, 2018 EVEN
Mon, Mar. 5, 2018 ODD	Tues, Mar 6, 2018 EVEN	Weds, Mar. 7, 2018 ODD	Thurs, Mar. 8, 2018 EVEN	Fri, Mar. 9, 2018 ODD
Mon, Mar. 12, 2018 EVEN	Tues, Mar. 13, 2018 ODD	Weds, Mar. 14, 2018 EVEN	Thurs, Mar. 15, 2018 ODD	Fri, Mar. 16, 2018 EVEN
Mon, Mar. 19, 2018 ODD	Tues, Mar. 20, 2018 EVEN	Weds, Mar. 21, 2018 ODD	Thurs, Mar. 22, 2018 EVEN End of Third Grading Period	Fri, Mar. 23 , 2018 Teacher Planning Day

SPRING BREAK : MARCH 26- March 30

Miami Jackson Senior High School  
2017-2018

4th Quarter

Mon, Apr. 2, 2018 ODD Beginning of Fourth Grading Period	Tues, Apr. 3, 2018 EVEN	Wed, Apr. 4, 2018 ODD	Thurs, Apr. 5, 2018 EVEN	Fri, Apr. 6, 2018 ODD
Mon, Apr. 9, 2018 EVEN	Tues, Apr. 10, 2018 ODD	Wed, Apr. 11, 2018 EVEN	Thurs, Apr. 12, 2018 ODD	Fri, Apr. 13, 2018 EVEN
Mon, Apr. 16, 2018 ODD	Tues, Apr. 17, 2018 EVEN	Weds, Apr. 18, 2018 ODD	Thurs, Apr. 19, 2018 EVEN Early Release	Fri, Apr. 20, 2018 Teacher Planning Day
Mon, Apr. 23, 2018 ODD	Tues, Apr. 24, 2018 EVEN	Weds, Apr. 25, 2018 ODD	Thurs, Apr. 26, 2018 EVEN	Fri, Apr. 27, 2018 ODD
Mon, Apr. 30, 2018 EVEN	Tues, May 1, 2018 ODD	Weds, May 2, 2018 EVEN	Thurs, May 3, 2018 ODD	Fri, May 4, 2018 EVEN
Mon, May 7, 2018 ODD	Tues, May 8, 2018 EVEN	Weds, May 9, 2018 ODD	Thurs, May 10, 2018 EVEN	Fri, May 11, 2018 ODD
Mon, May 14, 2018 EVEN	Tues, May 15, 2018 ODD	Weds, May 16, 2018 EVEN	Thurs, May 17, 2018 ODD Early Release	Fri, May 18, 2018 EVEN
Mon, May 21, 2018 ODD	Tues, May 22, 2018 EVEN	Weds, May 23, 2018 ODD	Thurs, May 24, 2018 EVEN	Fri, May 25, 2018 ODD
Mon, May 28, 2018 MEMORIAL DAY NO SCHOOL	Tues, May 29, 2018 EVEN	Weds, May 30, 2018 ODD	Thurs, May 31, 2018 EVEN	Fri, June 1, 2018 ODD
Mon, June 4, 2018 EVEN	Tues, June 5, 2018 ODD	Weds, June 6, 2018 EVEN	Thurs, June 7, 2018 ODD End of Fourth Grading Period	Fri, June 8, 2018 Teacher Planning Day NO SCHOOL

Have a Safe Summer Vacation!

**Late Arrival**

Students who are tardy to school must report to the Attendance Office to secure an admit. Excessive tardies may result in loss of privileges, detention, parent conference, and/or suspension.

**Early Sign Out- Board Policy 5200**

The early release of students causes disruption to the academic performance of all students and may create safety and security concerns. No students shall be released within the final 30 minutes of the school day unless authorized by the Principal or Principal’s designee (i.e., emergency, sickness).

**Comprehensive Reading Plan**

All secondary students are encouraged to read independently choosing books of interest. Required readings for classroom instruction are assigned by the English teacher.

**Messages and Use of Telephones**

Electronic devices are only allowed before and after school. Electronic devices are prohibited from 7:20 a.m. until 2:20 p.m. This includes hallways, in class, and the cafeteria. Confiscated devices may only be retrieved by parents/guardians. All communication between parents and students are only permitted through school phones.

**Lost and Found**

Found articles belonging to students should be taken to the Main Office at the end of the school day. Found articles belonging to faculty or staff should be taken to the Principal's Secretary immediately.

**Cafeteria**

**Food Cost**

**Breakfast**

All Students No charge  
Adults \$2.00

**Lunch**

Elementary Students \$2.25  
Secondary Students \$2.50  
Reduced Price, Students \$0.40  
Adults and non-students \$3.00

## **PAYPAMS**

Miami Dade County Public School's Department of Food and Nutrition allows parents/guardians the convenience to pay on-line via the internet at <https://paypams.com> or by telephone for their child's/children meals with a credit or debit card. The parent/guardians will create a lunch account on-line for the child and will be able to access the following:

- a. view the account balance
- b. schedule automatic payments
- c. receive low-balance e-mail reminders
- d. view a report of daily spending and cafeteria purchases

## **Cafeteria Rules (Optional)**

- Keep in a single line
- Always be courteous to the cafeteria workers
- Always use acceptable table manners
- Discard the trash appropriately

## **Registration Procedures**

NEW Students to Miami-Dade County Public Schools MUST present the following documentation to REGISTER.

1. Proof of address - please provide (1) of the following documents below:

### **NO OTHER DOCUMENTS CAN BE ACCEPTED**

- Warranty Deed
- Most recent FPL Bill, Water Bill, or Gas Bill
- Notarized Lease

2. Student's ORIGINAL Birth Certificate

3. Immunization Records (converted to Florida form #680 - full page version is the only form allowed)

4. Physical Exam Record (Including Tuberculosis Test results)

5. School Records from previous school (grades)

6. Parent Picture Identification

7. The student and parent MUST be present at the time of Registration

TRANSFERRING Students from another Miami-Dade County Public School MUST present the following documents to REGISTER:

1. Proof of address - please provide (1) of the following documents below:

### **NO OTHER DOCUMENTS CAN BE ACCEPTED**

- Warranty Deed
- Most recent FPL Bill
- Notarized Lease

2. Withdrawal papers from the previous Miami-Dade County Public School
3. Parent Picture Identification
4. The student and parent MUST be present at the time of Registration

**For more information, please contact the Registrar: Ms. Pollock at Ext. 2135**

## **Code of Student Conduct**

Miami-Dade County Public Schools (M-DCPS) is committed to providing a safe teaching and learning environment for students, staff, and members of the community. On March 12, 2008, the School Board approved a newly revised Code of Student Conduct (COSC). The revised COSC identifies, recognizes, and rewards model student behavior within a framework of clearly established and enforceable rules and policies. It advocates a holistic approach to promoting and maintaining a safe learning environment and requires active participation from students, parents/guardians, and school staff. Students and parents/guardians can access the English, Haitian/Creole, and Spanish versions of the document on the M-DCPS Website located at <http://ehandbooks.dadeschools.net/policies/90/index.htm> or you may request a copy from your child's school. The Spanish version of this document will be forthcoming.

## BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

### BEHAVIORS

**LEVEL I Behaviors** are acts that disrupt the orderly operation of the classroom, school function, extracurricular activities or approved transportation.

### LEVEL I

#### Disruptive Behaviors

- Unauthorized location
- Confrontation with another student
- Cutting class
- Disruptive behavior (including behavior on the school bus and at the school bus stop)
- Failure to comply with class and/or school rules
- Possession of items or materials that are inappropriate for an educational setting \*
- Inappropriate public display of affection
- Repeated use of profane or crude language (general, not directed at someone)
- Unauthorized use of electronic devices
- Violation of dress code



#### Special Notes

- \* See Sexual Offenses (Other), Level IV, for obscene or lewd material.
- Administrators must contact Miami-Dade Schools Police for any criminal conduct regardless of whether Schools Police Automated Reporting (SPAR) is indicated.
- If the victim of a crime requests a police report, the principal or designee must report the incident to the Miami-Dade Schools Police.

### RANGE OF CORRECTIVE STRATEGIES

The principal or designee **must** select at least one of the following strategies from **PLAN I**. Principals may authorize use of **PLAN II** for repeated, serious or habitual **Level I** infractions.

### PLAN I

- Parent/guardian contact \*\*
- Reprimand
- Student, parents/guardians/staff conference
- Peer mediation
- Revocation of the right to participate in social and/or extracurricular activities
- Confiscation of wireless communication devices
- Detention or other Board-approved in-school program
- Temporary assignment from class where the infraction occurred
- Student contract
- School Center for Special Instruction (SCSI) \*\*\*
- Replacement or payment for any damaged property (if appropriate)
- Temporary loss of bus privileges (if appropriate)
- Participation in an informal counseling session related to the infraction
- Behavior Plan


#### Special Notes

- \*\* Good faith attempt must be made immediately to contact parent/guardian by telephone.
- \*\*\* Send written notice to parent/guardian within 24 hours via U.S. mail.


*Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.*




## BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p><b>Level II Behaviors</b> are more serious than Level I because they significantly interfere with learning and/or the well-being of others.</p> <h3 style="text-align: center;">LEVEL II</h3> <p><b>Seriously Disruptive Behaviors</b></p> <ul style="list-style-type: none"> <li>• Cheating/Misrepresentation</li> <li>• Confrontation with a staff member</li> <li>• Defiance of school personnel</li> <li>• Distribution of items or materials that are inappropriate for an educational setting*</li> <li>• Failure to comply with previously prescribed corrective strategies</li> <li>• False accusation</li> <li>• Fighting (minor)</li> <li>• Harassment (non-sexual or isolated)</li> <li>• Instigative behavior</li> <li>• Leaving school grounds without permission</li> <li>• Joining clubs or groups not approved by the School Board</li> <li>• Libel</li> <li>• Petty theft (under \$300.00)</li> <li>• Use of profane or provocative language directed at someone</li> <li>• Prohibited sales on school grounds (other than controlled substances)</li> <li>• Possession and/or use of tobacco products</li> <li>• Slander</li> <li>• Vandalism (minor)</li> </ul>	<p>The principal or designee <b>must</b> select at least one of the following strategies from <b>PLAN II</b>. The use of appropriate strategies from previous PLAN may be used <u>in conjunction with</u> this PLAN. Principals may authorize the use of <b>PLAN III</b> for repeated, serious or habitual <b>Level II</b> infractions.</p> <h3 style="text-align: center;">PLAN II</h3> <ul style="list-style-type: none"> <li>• Parent/guardian contact **</li> <li>• School-based program that focuses on modifying the student's inappropriate behavior or promotes positive behavior</li> <li>• Suspension from school for one to five days***</li> <li>• Diversion Center</li> </ul> <div style="text-align: center; margin: 10px 0;">  </div>
<p style="text-align: center;">-----</p> <p style="text-align: center;"><b>Special Notes</b></p> <p>* See Sexual Offenses (Other), Level IV , for obscene or lewd material.</p> <p>➤ Administrators must contact Miami-Dade Schools Police for any criminal conduct regardless of whether Schools Police Automated Reporting (SPAR) is indicated.</p> <p>➤ If the victim of a crime requests a police report, the principal or designee must report the incident to the Miami-Dade Schools Police.</p>	<p style="text-align: center;">-----</p> <p style="text-align: center;"><b>Special Notes</b></p> <p>** Good faith attempt must be made immediately to contact parent/guardian by telephone.</p> <p>*** Send written notice to parent/guardian within 24 hours via U.S. mail.</p>
<p><i>Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.</i></p>	

## BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

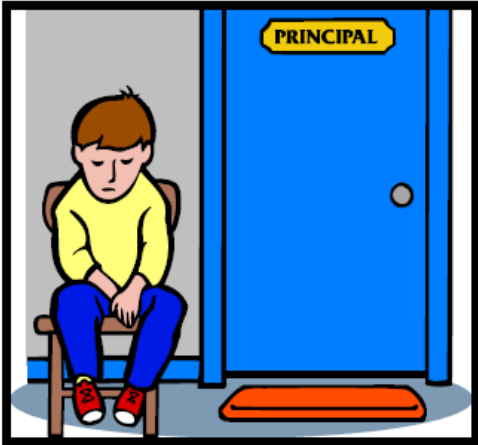
BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p><b>LEVEL III Behaviors</b> are more serious than Level II because they endanger health and safety, damage property, and/or cause serious disruptions to the learning environment.</p> <p style="text-align: center;"><b>LEVEL III</b></p> <p><b>Offensive/Harmful Behaviors</b></p> <ul style="list-style-type: none"> <li>• Assault/Threat against a non-staff member</li> <li>• Breaking and Entering/Burglary</li> <li>• Bullying (repeated harassment)*</li> <li>• Disruption on campus/Disorderly conduct</li> <li>• Fighting (serious)</li> <li>• Harassment (Civil Rights)**</li> <li>• Hazing (misdemeanor)</li> <li>• Possession or use of alcohol and/or controlled substances</li> <li>• Possession of simulated weapons</li> <li>• Sexual harassment**</li> <li>• Trespassing</li> <li>• Vandalism (major)</li> </ul>	<p>The principal or designee <b>must</b> select at least one of the following strategies from <b>PLAN III</b>. The use of appropriate strategies from previous PLANS may also be used <u>in conjunction with</u> this PLAN. Principals may authorize the use of <b>PLAN IV</b> for repeated, serious or habitual <b>Level III</b> infractions.</p> <p style="text-align: center;"><b>PLAN III</b></p> <ul style="list-style-type: none"> <li>• Parent/guardian contact***</li> <li>• Suspension from school for one to ten days****</li> <li>• Permanent removal from class (placement review committee decision required)</li> <li>• Diversion Center</li> <li>• Recommendation for alternative educational setting</li> <li>• Recommendation for expulsion</li> </ul> <div style="text-align: center; margin: 20px 0;">  </div>
<p style="text-align: center;">Special Notes</p> <p>➤ All Level III, IV, and V infractions, unless otherwise noted, require Schools Police Automated Reporting (SPAR). Administrators must contact Miami-Dade Schools Police.</p> <p>* Bullying infractions do not require a SPAR</p> <p>** Harassment Civil Rights and Sexual Harassment do not require a SPAR, but must be reported to the Miami-Dade County Public Schools Office of Civil Rights Compliance at 305-995-1580.</p>	<p style="text-align: center;">Special Notes</p> <p>*** Good faith attempt must be made immediately to contact parent/guardian by telephone.</p> <p>**** Send written notice to parent/guardian within 24 hours via U.S. mail.</p>
<p><i>Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.</i></p>	

## BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p><b>LEVEL IV Behaviors</b> are more serious acts of unacceptable behavior than Level III. They seriously endanger the health and well-being of others and/or damage property.</p>	<p>The principal or designee <b>must</b> use the following strategies from <b>PLAN IV</b>. The use of appropriate strategies from previous PLANS may also be used <u>in conjunction with</u> this PLAN.</p>
<p style="text-align: center;"><b>LEVEL IV</b></p> <p><b>Dangerous or Violent Behaviors</b></p> <ul style="list-style-type: none"><li>• Battery against a <u>non-staff</u> member</li><li>• Grand theft (over \$300.00)</li><li>• Hate crime</li><li>• Hazing (felony)</li><li>• Motor vehicle theft</li><li>• Other major crimes/incidents</li><li>• Sale and/or distribution of alcohol and/or controlled substances</li><li>• Sex offenses (other) (including possession and/or distribution of obscene or lewd materials)</li></ul>	<p style="text-align: center;"><b>PLAN IV</b></p> <ul style="list-style-type: none"><li>• Parent/guardian contact*</li><li>• Suspension from school for one to ten days**</li><li>• Recommendation for alternative educational setting</li><li>• Recommendation for expulsion.</li></ul>
	
<p style="text-align: center;">Special Notes</p> <p>➤ All Level III, IV, and V infractions require Schools Police Automated Reporting (SPAR). Administrators must contact Miami-Dade Schools Police.</p>	<p style="text-align: center;">Special Notes</p> <p>* Good Faith attempt must be made immediately to contact parent/guardian by telephone.</p> <p>** Send written notice to parent/guardian within 24 hours via U.S. mail.</p>

*Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.*

## BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p><b>LEVEL V Behaviors</b> are the most serious acts of misconduct and violent actions that threaten life.</p> <p style="text-align: center;"><b>LEVEL V</b></p> <p><b>Most Serious, Dangerous or Violent Behaviors</b></p> <ul style="list-style-type: none"> <li>• Aggravated assault</li> <li>• Aggravated battery against a non-staff member</li> <li>• Armed robbery</li> <li>• Arson</li> <li>• Assault/Threat against M-DCPS employees or persons conducting official business</li> <li>• Battery or Aggravated battery against M-DCPS employees or persons conducting official business*</li> <li>• Homicide</li> <li>• Kidnapping/Abduction</li> <li>• Making a false report/threat against the school*</li> <li>• Sexual battery</li> <li>• Possession, use, sale, or distribution of firearms, explosives, destructive devices, and other weapons.*</li> </ul>	<p>The principal or designee <b>must</b> use the following strategies from <b>PLAN V</b>. The use of appropriate strategies from previous PLANS may also be used <u>in conjunction with</u> this PLAN.</p> <p style="text-align: center;"><b>PLAN V</b></p> <ul style="list-style-type: none"> <li>• Parent/guardian contact **</li> <li>• Suspension from school for ten days ***</li> <li>• Recommendation for expulsion</li> </ul> <div style="text-align: center; margin-top: 20px;">  </div>
<p style="text-align: center;">Special Notes</p> <ul style="list-style-type: none"> <li>➤ All Level III, IV, and V infractions require Schools Police Automated Reporting (SPAR). Administrators must contact Miami-Dade Schools Police.</li> <li>➤ The possession of firearms or other weapons on school property may result in criminal penalties in addition to expulsion.</li> </ul> <p>* Mandatory one year expulsion.</p>	<p style="text-align: center;">Special Notes</p> <ul style="list-style-type: none"> <li>** Good faith attempt must be made immediately to contact parent/guardian by telephone.</li> <li>*** Send written notice to parent/guardian within 24 hours via U.S. mail.</li> <li>➤ This level of infraction may result in an expulsion requiring School Board action.</li> </ul>
<p><i>Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.</i></p>	

The rights and responsibilities presented in the Code of Student Conduct reflect the need for providing students with greater opportunities to serve themselves and society, and allow students maximum freedom under law, commensurate with the schools' responsibility for student health, safety, and welfare.

### **Dress Code** – Board Policy 5511

Students are expected to come to school with proper attention having been given to personal cleanliness, grooming, and neatness of dress. Students whose personal attire or grooming distracts the attention of other students or teachers from their school work shall be required to make the necessary alterations to such attire or grooming before entering the classroom or be sent home by the principal to be properly prepared for school. Students who fail to meet the minimum acceptable standards of cleanliness and neatness as determined by the principal and as specified in this policy shall be subject to appropriate disciplinary measures.

### **Uniform Policy**

We are a mandatory uniform school. Uniforms **MUST** be worn at all times during the school day.

Headgear is not permitted! This includes caps, hats, beanies, bandannas, hoodies, other head coverings. Open toe footwear is not permitted. Sneakers, and other closed toe shoes are allowed.

The approved shirt colors are: Gold, Black, White, and Green. Only school logo patches are permitted.

Shorts and Jeans of any kind are prohibited. The approved color pants are: Black or Khaki.

### **Cell Phones**

Possession of a cellular telephone is not a violation of the Code of Student Conduct (COSC). However, the possession of a cellular telephone which disrupts the educational process; the use of the cellular telephone during school hours; and the possession or use of a cellular telephone which disrupts or interferes with the safety-to-life issue for students being transported on a M-DCPS school bus, would be a violation of the CSC.

### **Internet Use Policy** – Board Policy 7540.03

Access and use of the internet is a privilege, not a right, and its use must support the educational objectives of the District. Students must always get permission from their teachers prior to using the internet. In addition, the District prohibits the transmission of materials such as copyright material, threatening or obscene material or material protected by trade secret, which violate local, state, and federal law or regulation, as well as the use of the Internet for product advertisement, commercial activities, political campaigning or solicitation.

### **Confidential Information**

Parents, guardians and students are protected by The Family Educational Rights and Privacy Act and the Florida Statutes from individuals' access to information in students' educational records, and are provided the right to challenge the accuracy of these records. These laws provide that without the prior consent of the parent, guardian or eligible student, a student's records may not be released, except in accordance with the provisions listed in the above-cited laws. The laws provide certain exceptions to the prior consent requirement to the release of student records, which include, but are not limited to, school officials with a legitimate educational interest and lawfully issued subpoenas and court orders.

Each school must provide to the parents, guardians or eligible students annual notice in writing of their right to inspect and review student records. Once a student reaches 18 years of age or is attending an institution of post-secondary education, the consent is required from the student only, unless the student qualifies as a dependent under the law.

### **Parent-Teacher Association (PTA/PTSA)**

The Miami Jackson Senior High School Parent-Teacher Association works with state and national PTAs to support and speak in the schools, in the community and before governmental bodies and other organizations that make decisions affecting youngsters. We support the faculty and administration in their efforts to improve educational and extracurricular activities in the school. We work to encourage parent, student and public involvement at the school as a whole.

### **Insurance**

The Student Protection Plan is designed to cover students or injuries received while participating in school sports, while traveling to and from school or when involved in accidents while engages in supervised activities on the school premises. Participation in this program is voluntary; however, all students taking part in athletic competitions and/or enrolled in vocational lab classes must carry the student accident insurance. The school will forward the 2013-2014 enrollment application and additional information to the parents.

### **Emergency Contact Information**

Student Data/Emergency Contact Cards are distributed during the first week of school. Students are expected to bring the cards home and present them to their parents or guardians. The card must be carefully completed and then returned. The information provided on the Student Data/Emergency Contact Card will enable school staff to contact the parent/guardian immediately in the case of an emergency. Students may only be released from school to the persons listed on the emergency contact card after presenting a picture identification. No persons, other than school staff, will have access to the information submitted.

### **Halls/Hall Passes**

Approximately (insert minutes) are allowed to pass from class to class. Students should be seated in their classroom when the tardy bell rings. With such a large number of students

moving in such a limited time, it is incumbent on each person to move quickly and in an orderly manner observing normal traffic flow. Please do not push, run or loiter in the halls. Please cooperate with the Hall Monitors in the exercise of their duties and present a hall pass courteously when asked to do so. At no time is a student to be out of the classroom during class without an official Yellow Pass. Teachers are not to give verbal permission for a student to exit the classroom.

### **Health Screening**

Tuberculosis Clinical Screening - Each student shall have proof of a tuberculosis clinical screening and appropriate follow-up prior to initial enrollment in any grade in a Miami-Dade County Public School. This screening is to be administered at the time of the Student Health Exam and within twelve (12) months prior to initial enrollment in any grade in a Miami-Dade County Public School. If the screening indicates that a follow-up skin test is needed, a student can be admitted but only with a health provider's statement that the student is free of communicable tuberculosis and can attend school.

Scoliosis Screening - The Florida Legislature Statute, 381.0056, mandates scoliosis screenings to be performed annually for students in grade six. Consequently, your school has been scheduled to participate in the Scoliosis Screening Program sponsored by Miami-Dade County Public Schools and Easter Seals Miami-Dade. Parents will be notified of the school's scoliosis screenings to be performed. A sample letter (FM-4382) should be reproduced and sent to parent(s)/guardian(s) of students as soon as possible. This screening will be performed by trained Easter Seals personnel on a specified date.

### **Immunizations**

#### **Requirements for School Entry:**

1. A complete Florida Certification of Immunization – Blue Card Form DH 680 - according to grade level.
2. State of Florida School Entry Health Exam – Yellow Form DH 3040 - no older than 12 months.
3. Tuberculosis Clinical Screening, PPD or Chest X-ray.

### **Florida KidCare**

Florida KidCare provides high quality, low cost health insurance for uninsured children aged birth to 18. KidCare includes MediKids, Healthy Kids, The Children's Medical Services Network (CMS) for children with special health care needs, and Medicaid.

\*Miami-Dade County Public Schools is a recipient of a Boots on the Ground School Partnership contract for marketing and outreach services. In the coming weeks a variety of materials will be provided to schools to families to enroll their children in Florida KidCare. Go to [www.floridakidcare.org](http://www.floridakidcare.org) on enrollment procedures.

## Parent Portal



### *Parent Portal It is as easy as 1, 2, 3*

Parents/Guardians of all Miami-Dade County Public Schools students, including employees, have access to the Parent Portal. In order to access the information in the portal, you must first establish a parent user account. At this time you can see and update personal information, see his/her information—including grades, attendance and bus route information, and have access to the Parent Resource link, which takes you to sites such as Parent Academy, School of Choice, etc.

You will also have access to electronic books for each subject; free and reduced lunch applications with balance renewal capability; access to a new Choice application that will allow parent to indicate preferential school choice via the portal; and access to the Supplemental Educational Services (SES) component of the No Child Left Behind Act (NCLB).

1

- Obtain your child(ren) Student Identification Number
- Obtain your 6 digit Parent Identification Number (PIN) by visiting your child's school

2

- Create a parent account, login to:  
<http://www.dadeschools.net/parents>

3

- Login to Parent Portal - for student grades, bus routes, attendance, and other important information.



### **Financial Obligations**

All financial obligations incurred, i.e., school fees, textbook loss or damage, club activities, overdue or lost library books must be paid in the school's treasurer's office.

### **Grade Reporting**

#### **Academic Grades**

Academic grades are to reflect the student's academic progress based on the standards for the grade level/course in which the student is enrolled. The grade must not be based upon student's effort and/or conduct.

<b>GRADE</b>	<b>NUMERICAL VALUE</b>	<b>VERBAL INTERPRETATION</b>	<b>GRADE POINT VALUE</b>
A	90-100%	Outstanding progress	4
B	80-89%	Above average progress	3
C	70-79%	Average progress	2
D	60-69%	Lowest acceptable progress	1
F	0-59%	Failure	0
I	0	Incomplete	0

#### **Conduct**

Conduct grades are to be used to communicate to both students and their parents the teacher's evaluation of a student's behavior and citizenship development. These grades are independent of academic and effort grades.

#### **Grade Point Average**

When calculating the grade for a semester or an annual course, the following grade point averages are to be used:

A = 3.50 and above

B = 2.50 – 3.49

C = 1.50 – 2.49

D = 1.00 – 1.49

#### **Interim Progress Report**

Interim progress reports must be sent home **at any time** the student is performing unsatisfactorily in academics, conduct, or effort, and are disseminated to all students at mid-grading period.

#### **5-point Rule**

In authorized annual courses, the student's final grade is determined by the teacher as follows: 20 percent for each of four nine-week grading periods, 10 percent for the mid-year exam, and 10 percent for the final exam, with a provision for teacher override. This equates to ten points required to pass an annual course using a 4.0 scale. Students in grades 9-12, in order to pass

an annual course must earn a minimum of 10 grade points, five of which must be earned in the second semester.

### **Homework / Make-up Assignments**

Teachers are required to provide students with make-up assignments once the absence has been excused; however, it is the responsibility of the student to request the assignments from the teacher (s).

No work, quizzes, tests, homework, etc. may be made up or turned in if an absence or tardy is unexcused. Students must request make-up work directly from school teacher. Please allow teachers at least 48 hours to prepare work from a make-up request.

### **Out of Area Student Transfers – Board Policy 5131**

Students in the regular school program (K-12) are assigned to attend school on the actual residence of their parent and the attendance area of the school as approved by school the Board. A student may request an Out Of Area Transfer if the student resides with parent and a change of residence occurs. The Region Superintendent (or designated Region Director) may administratively assign or approve the reassignment or transfer of students when the Florida Inventory of School Houses (FISH) capacity of the receiving school is below 100 percent.

In the event a student with an Individual Educational Plan (IEP) requests to attend a school other than the school in which the student is enrolled, parent(s) must meet with Regional Special Education (SPED) personnel to ensure that the programmatic needs of the student can be met at the requested school.

### **Textbooks**

Textbooks are the property of the State of Florida and are on loan to students. In the event a textbook is lost or damaged, a second textbook will not be issued until payment has been made. Teachers and students must understand that a lost text in “D” condition requires paying a REPLACEMENT fee at the current replacement price. Periodic book checks will be made to evaluate the condition of books and to check for any lost books. A hard text audit (inventory) will occur during the first week of school, January (about the time of mid-terms) and the last week of school.

### **Permanent Records (FYI – from the Student Educational Records Manual)**

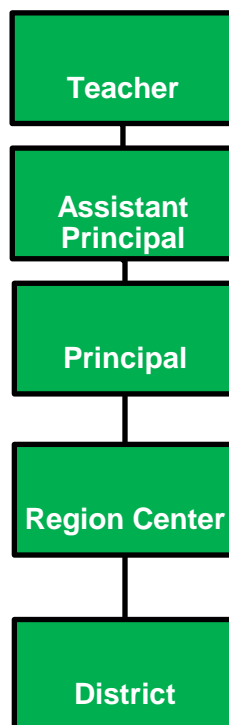
Miami-Dade County Public Schools maintains the records of students in PK-12 and adult/vocational students enrolled in high school completion programs or vocational programs of 450 hours or more. Permanent records consist of the following student information:

- a) student’s full legal name
- b) authenticated birth date, place of birth, race, and sex
- c) last known address student
- d) names or student’s parent(s)
- e) name and location of last school attended

- f) number of days present and absent, date enrolled, date withdrawn
- g) courses taken and record of achievement, such as grades, credits, or certification of competence
- h) date of graduation or date of program completion, including a statement of diploma, that is, standard, special, certificate of completion, or General Equivalency Diploma
- i) State and/or District standardized assessment/achievement test results, if required for graduation
- j) written records of access to the student's record
- k) Home Language Survey

**Procedures for Addressing Concerns**

For issues involving an individual teacher or class, parents address their concerns to the following individuals in the order below.



**School Center for Special Instructions (SCSI)**

School administrators may elect to assign students to the School Center for Special Instruction (SCSI) as an alternative to suspension from school. The center is designed to provide tutorial and guidance services. When misconduct in a class results in an assignment to SCSI, the student should be removed from only the class in which the misconduct occurred. Continued misconduct can result in removal from all classes.

**School Transportation**

Miami-Dade County Public Schools will transport more than 60,000 students a day this school

year, using a fleet of 1,300 buses on nearly 1100 school-bus routes. The service is for students who live more than two (2) miles from their assigned school and for special needs students.

Before school begins, parents of all students eligible for bus transportation will receive a post card from the school district identifying the student's bus stop and times of pickup and delivery. Information on student bus assignments will also be posted on the Parent Portal at [www.dadeschools.net](http://www.dadeschools.net) beginning on Monday, August 17, 2017. The information on bus assignments on the Parent Portal is updated every night, so parents are encouraged to check it throughout the school year so they can be confident they will always have the most current information on their children's bus assignment. Parents interested in determining their child's transportation eligibility should contact their child's school for information.

### **Work Permits**

The State of Florida requires age verification prior to referring any child for employment. It is against Florida and Federal Child Labor Laws to employ children under the age of 14. In addition, days and hours of employment are restricted based on the child's age.

### **Safety and Security**

#### **The Emergency Operations Plan**

Student and employee safety is a primary concern of the Miami-Dade County Public School (M-DCPS) System. The Emergency Operations Plan (EOP) was created to provide school personnel with the necessary leadership skills and knowledge needed to respond to critical incidents or other related emergencies that may occur in our schools /community. All schools have a site specific plan to address all types of critical incidents. These plans address the individual needs of the school, and provide guidelines for devising methods for communicating with the staff, students, parents/guardians, and the media during a critical incident or an emergency. Some of the protective action procedures include the evacuation of students/staff from the building(s), evacuation of the disabled and if necessary the relocation of students/staff from the school campus, lockdown procedures and holding/dismissing students during school and community emergencies. Some important tips for parent/guardians to remember during a Critical Incident are as follows:

- Remain calm;
- Monitor media outlets for updates and official messages from M-DCPS;
- Do not flood the school with telephone calls; and
- If the school is on lockdown, wait until the lockdown is lifted before going to the school.

All school administrators, Region Center Superintendents/Directors and all M-DCPS Police officers have been adequately trained in the school EOP and are prepared to respond immediately during a critical incident or emergency to provide safety for all children.

### **Accident Reports**

Any student who witnesses an accident or is injured in school should report it immediately to the nearest staff member.

### **Code Yellow/Code Red**

In the event of an emergency, the primary responsibility of all school personnel is to provide for the safety of all students. In the event a school administrator announces a possible threat to students and staff safety exists within the community (Code Yellow), or an imminent threat to students and staff safety exists within the school (Code Red) students, faculty and staff will comply with all the procedures outlined in the Miami-Dade County Public Schools Critical Incident Response Plan and remain on lockdown until a school administrator makes an “All Clear” announcement.

### **Closing of School**

The emergency closing of a school for any cause, such as weather or in which the safety of individuals may be endangered, is at the discretion of the Superintendent of Schools.

### **Fire Drills**

Ten fire drills will take place according to the Miami-Dade County Public Schools Policy and Emergency Procedures. At the sound of the emergency bell, students must stop what they are doing and follow the teacher’s instructions. They must clear the building promptly by the prescribed route. Any student who is in the hallway or the restroom at the sound of the emergency bell must proceed to the nearest exit and locate the teacher. Students, teacher and staff must remain outside the building until permission is given to re-enter.

### **Identification Cards**

Student identification cards are issued early in the school year, and must be worn by students at all times with a school approved lanyard around the neck. The first ID and lanyard will be provided by the school. Replacements are \$5 each.

### **Parking**

Parking decals for all motor vehicles, including mopeds and motorcycles, will be required for students parking at the school. Vehicles without parking decals will be ticketed or towed at the owner’s expense.

### **Visitors**

Due to legal regulations, students are not permitted to have guests attend school with them at any time. Parents are always welcome and tours may be arranged to view the school. Classroom visits require a 24-hour notice. Visitors must first register with security at the main entrance, sign-in and produce photo identification, and then proceed to register in the main office. Anyone who fails to follow these procedures will be considered a trespasser and is subject to arrest.

### **Elevator**

The school elevator is to be used by individuals who are handicapped and cannot use the stairs.

### **Media Center**

The library is open from 7:20 am to 2:20 pm Monday through Friday. Passes are required for admission to the media center during class time. Your I.D. card is required to borrow books. The ELECTRONIC SECURITY SYSTEM is in full operation and will set off an alarm if books are taken through the exit doors without having them checked out at the circulation desk.

### **Special Education**

The School Board of Miami-Dade County ensures that all students suspected of having a disability are identified, evaluated, and provided appropriate, specially designed instruction and related services, if it is determined that the student meets the state's eligibility criteria and the parent/guardian consents to initial placement.

Prior to referral for evaluation, School districts have the responsibility to ensure that students suspected of having a disability are subject to general education intervention procedures, as appropriate.

Students with disabilities who are eligible and require special education will have an Individual Educational Plan (IEP). The IEP describes the student's strengths and weaknesses and documents the services and supports the student needs in order to access a Free and Appropriate Public Education (FAPE) in the least restrictive environment (LRE).

The IEP is a working plan that must be developed by the IEP team at least once every 12 months and reviewed, when appropriate, to revise and address any lack of expected progress toward annual goals, or to consider any new information that has been provided through re-evaluation or by the parent/guardian.

Parent involvement in the special education process is very important. Parents will be asked to participate in the IEP process each year and to consider the need for their child's re-evaluation at least once every three years.

The Individuals with Disabilities Education Act (IDEA) states that parents of a child with a disability have certain procedural safeguards. The *Summary of Procedural Safeguards for Parents of Students with Disabilities* documents all the information about the rights of parents. This notice of procedural safeguards is made available to the parent/guardian. Rights that are presented in the procedural safeguard document include, but are not limited to, the right of prior written notice; informed consent; participation in meetings; records, independent educational evaluation, mediation, state complaint; local education agency complaint; due process hearings; resolution meetings; due process; attorney fees; discipline; and private school placement.

As the parent of a child with disabilities, you are a very important member of the team that plans your child's education. Be informed and get involved. If you have any questions, please contact your child's school. Staff from the special education department and your child's student service provider will help to answer your questions. Additional information may also be found at <http://ese.dadeschools.net/> and you may contact the Department Chairperson, Ms. Floyd.


### **Student Services**

Counseling services are offered to all students in the school by trained counselors. You may arrange an appointment with your counselor by filling out one of the appointment forms, which you will find in the main office.

### **Academic Advisement**

### **College Assistance Program (CAP)**

The CAP Advisor offers services to all students who need financial aid and scholarship

<p><b>Miami Jackson Senior High School</b></p>  <p><b>Student Services Team</b> <b>2017-2018</b></p>			
Position	Name	Students Assignment	Extension
Counselor	S. Hawkins	Grade 9 (A-F) & Grade 10 (ALL)	2132
Counselor	Y. Farrington-Russell	Grade 9 (G-Q) & Grade 11 (ALL)	2133
Counselor	A. Rolle	Grade 9 (R-Z) & Grade 12 (ALL)	2129
College Advisor (CAP)	Z. Madison	All Students	2111
Graduation Coach	J. Sanchez	Grade 11 & 12 (identified students)	2246
SPED Dept. Chair	A. Floyd	ALL SPED students	2124
BMT Specialist	J. McNeil	EBD students	2385
EBD Counselor	M. Calvo	EBD students	2240
Activities Director	T. McLaughlin	All students	2122
Social Worker (Tuesdays & Fridays)	L. Simpkins	All students	2134
School Psychologist (by appt)	B. Houchen-Bemis	Identified students	2131

information. Assistance is gladly given to individuals who may need help in understanding the various financial forms. See the CAP Advisor, Mrs. Madison in Room 11 for more information.

### **Community Service Requirements**

All students must complete a community service project before graduation. The total number of hours that must be completed prior to graduation is one hour; however, other scholarships and Bright Future may require that a student complete over seventy-five hours in order to qualify for a specific scholarship. Ninth, Eleventh and Twelfth grade students must see their social studies teacher before starting their project. Tenth grade students should see their Counselor in the Guidance Office before starting their project. All projects need to be approved before the projects are begun.

### **Exceptional Student Education**

Ms. Floyd, Department Chairperson

### **School Social Worker**

The School social worker provides prevention, assessment, intervention and response services designed to enhance student social/emotional wellbeing, build resilience, encourage respect and acceptance, reduce barriers interfering with learning, and support school achievement. For assistance please contact Ms. Simpkins in Room 2134.

### **The Parent Academy**

As a parent, you are your child's first teacher. That's why Miami-Dade County Public Schools created The Parent Academy, a free, year-round, parent engagement initiative designed to support community and family involvement across the district. The goal of The Parent Academy is to support parents in becoming more involved in their children's education. The Parent Academy helps educate parents about the importance of their roles, unites families with schools, and informs parents of their rights, responsibilities and the educational opportunities available to them.

In an effort to assist parents in becoming full partners in their children's education, The Parent Academy partners with local and national organizations to provide a wide range of free resources. The Parent Academy also provides parents with constructive parenting practices designed to support them help their children succeed at school and in life. The curriculum helps parents attain more skills, knowledge and confidence to champion their child's education. In addition, The Parent Academy provides classes and workshops for parents, organizes Family Learning Events and coordinates the availability of community resources for parents and students.

The Parent Academy pledges to enrich the lives of children by bridging the gap between home and school through the provision of valuable resources. Visit the Website at [www.theparentacademy.net](http://www.theparentacademy.net) to view the course directory, upcoming events, and links to helpful



information. For more information, call 305-995-2680 or Mrs. Mercado at the School at Ext. 2113.

**Volunteer Program**

The School Volunteer Program is responsible for electronic registration, background checks and trainings of volunteers. There are two different levels of volunteerism.

Level 1 - complete a database background check	Level 2 - complete a fingerprint background check
<ul style="list-style-type: none"> <li>•Day chaperones for field trips</li> <li>•Classroom assistants</li> <li>•Math and/or reading tutors.</li> </ul>	<ul style="list-style-type: none"> <li>•Certified Volunteers</li> <li>•Mentors</li> <li>•Listeners/Oyentes</li> <li>•Athletic/PE assistants</li> <li>•Overnight chaperones.</li> </ul>

Any individual interested in volunteering in Miami-Dade County Public Schools must:

- Show a current valid government-issued identification with picture.
- Show social security card (check name and number).
- Complete a background check.
- Upon clearance, attend an orientation at the school.

**TITLE I ADMINISTRATION**

The Title I Administration Parent Program helps parents/guardians become more engaged with their children’s education, by building their capacity for involvement, thus ensuring a stronger partnership among the school(s) involved, parents/guardians, and the community, to improve student academic achievement. For this purpose, the Title I funded Community Involvement Specialists (CIS) or Community Liaison Specialists (CLS) at Title I schools implementing the Title I Program, assist school-sites, the District and Region Centers in planning, implementing and delivering educational support programs and special projects, thus helping to meet District and school-site goals and objectives.

Parents/guardians of students in schools implementing the Title I Program are able to access information, brochures and documents regarding the components of the Title I Program that are listed below at the school site. Additionally, the documents named below that are marked with an asterisk (\*), will be distributed to parents by the school site, and are available in English, Spanish and/or Haitian-Creole, respectively.

The School Board of Miami-Dade County Bylaws & Policies, 2111-Parent Involvement-A Home-School-District Partnership  
 M-DCPS Title I District-Level Parent Involvement Plan  
 \*Title I Program Parent Notification Letter

\*Title I School-Level Parent Involvement Plan  
 \*Title I School-Parent Compact  
 \*Title I Annual Parent Meeting -- "Open House"  
 Title I District Advisory Council (DAC)  
 Title I Region Centers Parent Advisory Council (PAC)  
 Title I Homeless Assistance Centers (HAC) services  
 Title I Migrant Education Program (MEP)  
 Title I Challenging Higher Education for Students in our Schools (CHESS) Program  
 Title I Neglected and Delinquent Center (N&D) services  
*DAC Talk Newsletter for Title I Parents and Title I Parent Quarterly Bulletin*

**PARENT RESOURCE CENTERS/AREAS:**

School Site Parent Resource Centers/School Site Parent Reception Areas

Title I Neighborhood Resource Center (NRC) – North  
 7900 NW 27<sup>th</sup> Avenue, Suite F9  
 Miami, FL 33147  
 (Northside Shopping Centre, 130 South Ct.)

Title I NRC - Gratigny  
 733 E.57<sup>th</sup> Street  
 Miami, FL 33013  
 (M-DCPS North Region Center)

Title I – South  
 5555 SW 93<sup>rd</sup> Avenue, Portable #3  
 Miami, FL 33165  
 Suite 216(FDLRS South Site)

Miami-Dade County Public Schools  
 Office of Parental Involvement  
 1450 NE 2<sup>nd</sup> Avenue,  
 Miami, FL 33132

Should you need further information regarding the Title I Program at your children’s school(s), please speak with the Title I CIS or parent representative at the school site. For additional Title I Program information, please go to: <http://title1.dadeschools.net/>.

## APPENDIX B –Commonly Referenced School Board Policies

Please refer to <http://www.dadeschools.net/schoolboard/rules/> to view full policies

### Academics

- 2235 - MUSIC, ART, AND PHYSICAL EDUCATION
  - Music, art, and physical education are fundamental subjects in the school's curriculum because they contribute to every child's academic and social development. Art and Music education helps level the "learning field" across socio-economic boundaries while strengthening student problem-solving and critical thinking skills and contributing to the overall academic achievement of students.
- 2240 - CONTROVERSIAL ISSUES AND STUDENT EXPRESSION
  - Students are encouraged to participate in discussions, speeches, and other expressions in which many points of view, including those that are controversial, are freely explored. A controversial issue is a topic on which opposing points of view have been promulgated by responsible opinion or likely to arouse both support and opposition in the community.
- 2370.01 – VIRTUAL INSTRUCTION
  - The enrollment period for the District-operated full-time virtual instruction program, Miami-Dade Online Academy, opens in the spring of each school year for a minimum of ninety days and closes thirty days before the first day of the school year.
- 2421 - K-12 CAREER-TECHNICAL EDUCATION PROGRAM
  - Career-technical education is designed to provide career and technical education experiences. These experiences will complement and reinforce academic concepts that are particularly amenable to contextualized learning in a distinct career area and provide occupationally specific skills.
- 2440 - SUMMER SCHOOL
  - The School Board may conduct a summer program of academic instruction for students in grades K-12 and Special Education (SPED) students needing extended school year services as identified in their Individual Education Plan (I.E.P.). The Board may also choose to implement summer enhancement programs, contingent upon available funding. The Board shall provide transportation for full-time SPED students and other students as appropriate.
- 2510 – INSTRUCTIONAL MATERIALS AND RESOURCES
  - Parents have the ability to access their child's instructional materials at <http://im.dadeschools.net/>.
  - Additionally, in accordance with Policy 2416, parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student and within a reasonable period of time after the request is received by the building principal.

- 5410 - STUDENT PROGRESSION PLAN
  - Provides guidance to teachers, school and district administrators, parents and other stakeholders regarding the requirements and procedures for students to progress from one grade to the next, Kindergarten through grade 12 and Adult Education. The information presented in the document is derived from requirements set forth by Florida Statutes, State Board of Education Rules and policies established by The School Board of Miami-Dade County.

### **Accident Reports/Incident Reports/School Safety**

- 3213 - STUDENT SUPERVISION AND WELFARE
  - Protecting the physical and emotional well-being of students is of paramount importance. Each instructional staff member shall maintain the highest professional, moral, and ethical standards in dealing with the supervision, control, and protection of students on or off school property
- 5540 - INVESTIGATIONS INVOLVING STUDENTS
  - School administrators shall respond to incidents involving students occurring on school grounds or at school-sponsored events. When conducting an initial fact inquiry, if an administrator suspects that a crime has been committed, they must report the matter to School Police or another appropriate law enforcement agency to assume the investigative responsibilities.
- 5772 - WEAPONS
  - Students are prohibited from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the School Board for the purpose of school activities approved and authorized by the Board including, but not limited to, property leased, owned, or contracted for by the Board, a school-sponsored event, or in a Board-owned vehicle.
- 7217 - WEAPONS
  - Visitors are prohibited from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the Board for the purpose of school activities approved and authorized by the Board including, but not limited to, property leased, owned, or contracted for by the Board, a school-sponsored event, or in a Board-owned vehicle.
- 8405 - SCHOOL SAFETY
  - The School Board is committed to maintaining a safe and drug-free environment in all of the District's schools. School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of School District personnel, law enforcement agencies, and families. School administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.

- 8410 - CRITICAL INCIDENT RESPONSE/EMERGENCY PROCEDURES

The District Critical Incident Response Team (DCIRT) is responsible for assisting schools with emergencies/critical incidents as needed and coordinate District resources.

### **Admission, Registration and Immunization Requirements**

- 5112 - ENTRANCE REQUIREMENTS

- Establishes the admission and registration requirements for students entering school. The following documents and forms are to be provided upon initial registration:
  - Original birth certificate
  - Verification of age and legal name
  - Proof of a physical examination by an approved health care provider including a tuberculosis clinical screening, appropriate follow-up, and a certificate of immunization
  - Two (2) verification of parent/legal current residence (address)

- 5114 - FOREIGN STUDENTS

- Entry requirements into schools are the same for all students, regardless of country of birth and immigration status. All students will register at the school of the actual residence of the parent in the attendance area as approved by the School Board.

- 5320 – IMMUNIZATION

- All students shall be immunized against polio, measles, diphtheria, rubella (German measles), pertussis, tetanus, mumps, hepatitis B, and Haemophilus Influenzae in accordance with State law, unless specifically exempt for medical or religious reasons. All Pre-K and Kindergarten students must also be immunized against varicella (chicken pox) or verification from the parent of a documented history of the disease. This policy applies to students who currently attend school in the District and those eligible to attend.

### **Animals on District Property**

- 8390 - ANIMALS ON DISTRICT PROPERTY

- Service animals as required by law are permitted in schools. “Service animals” pursuant to 28 C.F.R. 35.104, means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability.
- All animals, including service animals, housed on District property or brought on District property on a regular basis must meet every State and County veterinary requirement, including but not limited to, rabies vaccination or other inoculations required to be properly licensed.
- Students are not allowed to bring pets to school.

### **Anti-Discrimination Policy**

- 3362 - ANTI-DISCRIMINATION/HARASSMENT

- The Board will vigorously enforce its prohibition against discrimination/harassment based on sex, race, color, ethnic or national origin, citizenship status, religion, marital status,

disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other legally prohibited basis.

- This policy provides the steps to individual complaints of discrimination of harassing conduct and the process for addressing the complaints.

- **5517 – ANTI-DISCRIMINATION/HARASSMENT (STUDENTS)**

- The School Board shall comply with all Federal laws and regulations prohibiting discrimination and all requirements and regulations of the U.S. Department of Education. The Board will enforce its prohibition against discrimination/harassment based on sex, race, color, ethnic or national origin, religion, marital status, disability, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other basis prohibited by law. This policy prohibits discrimination and harassment at all School District operations, programs, and activities on school property, or at another location if it occurs during an activity sponsored by the Board.

- **5517.01 – BULLYING AND HARASSMENT**

- The School Board is committed to providing a safe learning environment for all students and shall strive to eradicate bullying and harassment in its schools by providing awareness, prevention, and education in promoting a school atmosphere in which bullying, harassment, and intimidation will not be tolerated by students, Board employees, visitors, or volunteers.

- **5517.02 - DISCRIMINATION/HARASSMENT COMPLAINT PROCEDURES FOR STUDENTS**

- Students and parents are encouraged to promptly report complaints of discriminatory or harassing conduct to their Principal. Additionally, they may file the complaint directly with the Region Office or the District's Office of Civil Rights Compliance (CRC).
- The Office of Civil Rights Compliance (CRC) is responsible for investigating complaints of discrimination and harassment, including sexual harassment and retaliation filed by employees, students and their parents.

### **Attendance Policy/School Hours**

- **5200 – ATTENDANCE:**

- Student attendance is a means of improving student performance and critical in raising student achievement. Together, the staff of Miami-Dade County Public Schools, students, parents and the community must make every effort to lessen the loss of instructional time to students.

- **5225 - ABSENCES FOR RELIGIOUS HOLIDAYS**

- Student absences for religious purposes, as identified on the approved holidays listed in the [Student Attendance Reporting Procedures PK-12 Handbook](#), may not prohibit students from receiving attendance awards or other attendance incentives at the school level, region level, or District level.

- 5230 - LATE ARRIVAL AND EARLY DISMISSAL
  - Students shall be in attendance throughout the school day. If a student will be late to school or dismissed before the end of the school day, the parent shall notify the school in advance and state the reason for the tardiness or early dismissal. Justifiable reasons shall be determined by the principal. Students will be counted absent if they are not present in class for at least half of the class period. To be counted "present" for the day, the student must be in attendance for a minimum of **two hours** of the day unless extenuating circumstances exist.
- 8220 - SCHOOL DAY
  - The Superintendent shall annually establish the hours of the school day. The Superintendent may authorize exceptions from the regular school day.
  - The Superintendent may close the schools, delay the opening of school, or dismiss school early when such alteration in the regular session is required for the protection of the health and safety of students and staff members.

### **Ceremonies & Observances**

- 8800 - RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES
  - Acknowledgement of, explanation of, and teaching about religious holidays of various religions is permitted. Celebration activities involving nonreligious decorations and use of secular works are permitted, but it is the responsibility of all faculty members to ensure that such activities are strictly voluntary, do not place an atmosphere of social compulsion or ostracism on minority groups or individuals, and do not interfere with the regular school program.

### **Class Size**

- CLASS SIZE STATE STATUTE
  - Florida citizens approved an amendment that set limits on the number of students in core academic classes in public schools. The amendment requires classes to be in compliance at the class level. However, pursuant to language passed by the 2013 Florida Legislature in HB 7009 and subsequently approved by the Governor, amending Florida Statutes 1002.31, Public School Parental Choice, the calculation for compliance with class size limits pursuant to s. 1003.03 for a school or program that is a public school of choice is measured by the average number of students at the school level.

### **Clinic**

- 5330 – USE OF MEDICATIONS
  - The School Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or the child is disabled and requires medication to benefit from his/her educational program.

### **Code of Student Conduct**

- 2451 - ALTERNATIVE SCHOOL PROGRAMS
  - The Superintendent may provide alternative education programs for students who, in the

opinion of the Superintendent, will benefit from this educational option. Participation in an alternative program does not exempt the student from complying with school attendance rules or the Code of Conduct.

- **5136.02 - SEXTING**

- Sexting is the act of sending or forwarding through cellular telephones and other electronic media sexually explicit, nude, or partially nude photographs/images. [add something about disciplinary measures] It is the District's mission to ensure the social, physical, psychological, and academic well-being of all students. The educational purposes of the schools are best accomplished in a climate of student behavior that is socially acceptable and conducive to the learning and teaching process.

- **5500 - STUDENT CONDUCT AND DISCIPLINE**

- The Miami-Dade County School Board [Code of Student Conduct \(COSC\)](#) focuses on providing and maintaining a safe and positive learning environment for students, faculty, staff and community.
- A major consideration in the application of the Code of Student Conduct is cultivating a positive school climate to support academic achievement, promote fairness, civility, acceptance of diversity, and mutual respect. Toward that end, the range of inappropriate behavior is divided into five groups, along with both recommended and mandated corrective strategies.
- The Code of Student Conduct addresses the role of the parents/guardians, the students, and school, but also focuses on core values and model student behavior, rights and responsibilities of students, addressing student behavior, and disciplinary procedures. Furthermore, teachers, counselors and administrators work to use a variety of progressive corrective or guidance strategies to correct the inappropriate behaviors.

- **5511 - DRESS CODE AND SCHOOL UNIFORMS**

- Students are expected to come to school with proper attention having been given to personal cleanliness, grooming, and neatness of dress. Students whose personal attire or grooming distracts the attention of other students or teachers from their school work shall be required to make the necessary alterations to such attire or grooming before entering the classroom or be sent home by the principal to be properly prepared for school. Students who fail to meet the minimum acceptable standards of cleanliness and neatness as determined by the principal and as specified in this policy shall be subject to appropriate disciplinary measures.

### **Digital Conversion/Social Media**

- **7540.03 - STUDENT RESPONSIBLE USE OF TECHNOLOGY, SOCIAL MEDIA, AND DISTRICT NETWORK SYSTEMS**

- The School Board provides students access to a large variety of technology and network resources which provide multiple opportunities to enhance learning and improve communication within the school district and the community. All users must, however, exercise appropriate and responsible use of school and District technology and information systems. Users include anyone authorized by administration to use the network. This



policy is intended to promote the most effective, safe, productive, and instructionally sound uses of network information and communication tools.

### **Equal Opportunity**

- 2260 - NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
  - The School Board shall provide equal opportunity for all students and will not discriminate or tolerate harassment in its educational programs or activities on any basis prohibited by law or Board policy.
  
- 5111.01 - HOMELESS STUDENTS
  - Each child of a homeless individual and each homeless youth shall have equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youths.

### **Fieldtrips/School Social Events**

- 2340 - FIELD AND OTHER DISTRICT-SPONSORED TRIPS
  - Field trips should supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools, arouse new interests among students, help students relate school experiences to the reality of the world outside of school, bring the resources of the community - natural, artistic, industrial, commercial, governmental, educational - within the student's learning experience, and afford students the opportunity to study real things and real processes in their actual environment.
  - Other District-sponsored trips are defined as any planned, student-travel activity approved as part of the District's total educational program and is under the direct supervision and control of an instructional staff member or any advisor designated by the Superintendent.
  
- 5850 - SCHOOL SOCIAL EVENTS
  - School facilities and appropriate staff will be made available for social events approved by the principal within and outside school facilities.
  
- 8640 - TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED TRIPS
  - Regular or special-purpose school vehicles shall be used for transportation on field and other District-sponsored trips.

### **Financial Obligations**

- 6152 - STUDENT FEES
  - The School Board may levy certain charges to students to facilitate the utilization of adequate, appropriate learning materials used in the course of instruction.

### **Food & Nutrition/Wellness Policy**

- 8500 - FOOD SERVICES
  - The Food and Nutrition service program strives to provide school food services consistent with the nutritional needs of students, and provide school food services that contribute to the student's educational experiences and the development of desirable eating habits.

- 8510 - WELLNESS POLICY
  - The District is committed to providing a healthy environment for students and staff within the school environment, recognizing that individuals must be physically, mentally, and socially healthy in order to promote wellness and academic performance.
  - The District focuses on achieving five goals: nutrition, physical education, physical activity: recess, health & nutrition literacy and preventive healthcare.
- 8531 - FREE AND REDUCED-PRICE MEALS
  - All students determined to be economically needy shall be provided upon request a free or reduced price meal or meals at school.

## **Fundraising**

- 5830 – STUDENT FUNDRAISING
  - Student fundraising by students is limited in order to prevent disruption and includes student solicitation and collection of money for any purpose including collection of money in exchange for tickets, papers, or any other goods or services. Student fundraising in school, on school property, or at any school-sponsored event is permitted only when the profit is to be used for school purposes or for an activity connected with the schools.
  - No student, school organization, or member of the school staff may solicit funds in the name of the school from the public for any purpose without prior approval of the school principal and the Region Superintendent or his/her designee. All approvals must be in writing using the approved District forms and must be retained at the school for audit purposes.
- 6605 – CROWDFUNDING
  - Crowdfunding activities aimed at raising funds for a specific classroom or school activity, including extra-curricular activity, or to obtain supplemental resources (e.g., supplies or equipment) that are not required to provide a free appropriate public education to any students in the classroom may be permitted, but only with the specific approval by the principal and the region administrator. Crowdfunding for specific causes requires the approval of the Superintendent or his/her designee.
- 9211 - PARENT ORGANIZATIONS, BOOSTER CLUBS, AND OTHER FUND-RAISING ACTIVITIES
  - The School Board appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students and/or provide extra educational benefits.

## **Health Screening**

- 2410 - SCHOOL HEALTH SERVICES PROGRAM
  - The health services provided by the District shall supplement, not replace, parental responsibility, and shall appraise, protect, and promote student health. These services shall be designed to encourage parents to devote attention to child health, to discover health problems, and to encourage the use of the services of physicians, dentists, and community

health agencies as needed.

## Homework

- 2330 - HOMEWORK
  - Homework is an essential component of the learning process for students with the assignment of meaningful learning activities. Assignments should be based on learning outcomes that build students' conceptual understanding, develop thinking skills, and focus on the application of knowledge.

## Internship

- 2424 - STUDENT INTERNSHIPS
  - Student participation in an internship program authorized by the High School to Business Career Enhancement Act may serve as a positive educational experience and provide a foundation for future employment opportunities.

## Parent Choice Student Transfers

- 2431 - INTERSCHOLASTIC ATHLETICS
  - All activities relating to competitive sport contests, games, or events involving individual students or teams of students from high schools in this District with those from a high school in another district.
  - All high schools shall be members of and governed by the Florida High School Athletic Association (FHSAA) rules and regulations and shall comply with the eligibility requirements established by the FHSAA.
- 5120 - STUDENT SCHOOL ASSIGNMENT AND ATTENDANCE BOUNDARY COMMITTEE
  - The assignment of students to District schools shall be consistent with the best interests of students and the best use of District resources.



- 5131 – CONTROLLED OPEN ENROLLMENT/PARENT / STUDENT TRANSFERS
  - This policy governs all regular school transfers from one (1) school to another, except for transfers to magnet schools and programs that are subject to specific admissions requirements and/or random lotteries that are governed by Policy [2370](#), Magnet Programs/Schools.
  - Controlled Open Enrollment allows the School District to make K-12 school assignments using parents' indicated preferential educational choice in-county and out-of-county. This section of the policy does not apply to charter schools. Charter schools must adopt their own controlled open enrollment plan.
  - Controlled Open Enrollment is active during a specific window period between end of year and the subsequent school year.

## Parent Involvement

- 2111 - PARENT INVOLVEMENT– A HOME-SCHOOL-DISTRICT PARTNERSHIP
  - A collaborative environment is encouraged in which the parents and families of District students are invited and encouraged to be involved stakeholders in the school community. This policy establishes the framework and responsibilities for implementation of strategies

to increase family and community involvement. A copy of this policy must be distributed to all parents.

- 9210 - PARENT ORGANIZATIONS

- The Parent-Teacher/Parent-Teacher-Student Associations (PTA/PTSA) in the District are acknowledged as sincerely interested in, and staunch supporters of public education in Miami-Dade County.

### **Pledge of Allegiance**

- 8810 - THE AMERICAN FLAG

- The Pledge of Allegiance shall be recited at the beginning of the day in every school.
- A student has the right not to participate in reciting the pledge. Upon written request by his/her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his/her heart.

### **Privacy**

- 2416 - STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION

- Parents have the right to inspect, upon request, a survey or evaluation created by a third party or any instrument used in the collection of personal information before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation or instrument within a reasonable period of time after the request is received by the principal.

### **Schools of Choice/Magnet Schools**

- 2370 - MAGNET PROGRAMS/SCHOOLS

- Magnet programs/schools broaden public school choice, stem declining enrollment, mitigate overcrowding, help comply with Federal and State-mandated public school choice provisions, accommodate parent/student interest, improve the quality of education, and promote diverse student enrollments. Magnet programs/schools are unique educational programs operating within the District, for which additional resources and/or ancillary services may be provided to help make such educational experiences available to students beyond a single attendance boundary area.

### **School Transportation/Bus Safety Conduct**

- 8600 – TRANSPORTATION

- Students living more than two miles from their home school will be eligible for District-provided bus transportation. Students who attend school out of their home school zone will not be eligible for District-provided transportation.

### **Special Education**

- 2460 – EXCEPTIONAL STUDENT EDUCATION

The School Board shall provide a free, appropriate, public education for students with disabilities according to State and Federal laws, rules, and regulations and shall implement the procedures document entitled Exceptional Student Education Policies and Procedures.

### **Student Activities**

- 5845 - STUDENT ACTIVITIES

- All clubs and organizations approved by the principal to operate within the school must comply with this district policy. A student who wishes to represent the school through interscholastic competitions or performance must comply with the criteria set forth in policy.

### **Student Records/Access to Student Records**

- 8330 - STUDENT RECORDS

Parents and eligible students have the right to access education records, including the right to inspect and review those records, and have the right to waive their access to their education records in certain circumstances. Prior written consent of the parent, guardian, or eligible student shall be obtained prior to disclosing personally identifiable student information, except under certain circumstances.

- 8350 - CONFIDENTIALITY

- A student's educational record and all personally identifiable information shall not be properly released except on the condition that the information being transferred will not be subsequently released to any other party without first obtaining the consent of the parent or adult/eligible student.

### **Student Services**

- 2290 - CHARACTER EDUCATION

- The School Board shall assist all students in developing the core values and strength of character needed for them by to become caring, responsible citizens at home, school, and in the community. There are nine core values that form the basis for the character education program. These values are Citizenship, Cooperation, Fairness, Honesty, Kindness, Integrity, Pursuit of Excellence, Respect, and Responsibility.

- 5530 - DRUG PREVENTION

- Schools shall strive to prevent drug abuse and help drug abusers through educational means.
- The use, possession, concealment, or distribution of any drug or any drug-related paraphernalia, or the misuse of a product containing a substance that can provide an intoxicating or mood-altering effect or the misuse of any "over-the-counter" medications or substances are prohibited on school grounds, on school vehicles, and at any school-sponsored event.

### **Title I – School wide Program**

- 2261 - TITLE I SERVICES

- The School Board shall augment the educational program of disadvantaged students through the use of Federal funds, in compliance with all Federal or statutory requirements as outlined in the Elementary and Secondary School Improvement Act of 1965 and its amendments.

### **Visitors**

- 9150 - SCHOOL VISITORS

- Parents, other adult residents of the community, and interested educators are encouraged to visit schools.
- The Principal has the authority, however, to prohibit the entry of any person to a school or

expel any person when there is reason to believe the presence of such person would be detrimental. If an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request assistance from School Police or the local law enforcement agency to remove the individual.

### **Volunteer Program**

- 2430.01 - SCHOOL VOLUNTEERS

- The School Board recognizes that certain programs and activities can be enhanced through the use of volunteers who have knowledge or skills that will be helpful to members of the school staff who are responsible for the conduct of those programs and activities. A school volunteer is any non-compensated person who may be appointed by the Superintendent or his/her designee. School volunteers may include, but are not limited to, parents, senior citizens, students, and others who assist the teacher or other members of the school staff.

## Anti-Discrimination Policy

### Federal and State Laws

The School Board of Miami-Dade County, Florida adheres to a policy of nondiscrimination in employment and educational programs/activities and strives affirmatively to provide equal opportunity for all as required by:

**Title VI of the Civil Rights Act of 1964** - prohibits discrimination on the basis of race, color, religion, or national origin.

**Title VII of the Civil Rights Act of 1964 as amended** - prohibits discrimination in employment on the basis of race, color, religion, gender, or national origin.

**Title IX of the Education Amendments of 1972** - prohibits discrimination on the basis of gender.

**Age Discrimination in Employment Act of 1967 (ADEA) as amended** - prohibits discrimination on the basis of age with respect to individuals who are at least 40.

**The Equal Pay Act of 1963 as amended** - prohibits gender discrimination in payment of wages to women and men performing substantially equal work in the same establishment.

**Section 504 of the Rehabilitation Act of 1973** - prohibits discrimination against the disabled.

**Americans with Disabilities Act of 1990 (ADA)** - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications.

**The Family and Medical Leave Act of 1993 (FMLA)** - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons.

**The Pregnancy Discrimination Act of 1978** - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions.

**Florida Educational Equity Act (FEEA)** - prohibits discrimination on the basis of race, gender, national origin, marital status, or handicap against a student or employee.

**Florida Civil Rights Act of 1992** - secures for all individuals within the state freedom from discrimination because of race, color, religion, sex, national origin, age, handicap, or marital status.

**Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA)** - prohibits discrimination against employees or applicants because of genetic information.

**Boy Scouts of America Equal Access Act of 2002** – no public school shall deny equal access to, or a fair opportunity for groups to meet on school premises or in school facilities before or after school hours, or discriminate against any group officially affiliated with Boy Scouts of America or any other youth or community group listed in Title 36 (as a patriotic society).

*Veterans are provided re-employment rights in accordance with P.L. 93-508 (Federal Law) and Section 295.07 (Florida Statutes), which stipulate categorical preferences for employment.*

#### **In Addition:**

**School Board Policies 1362, 3362, 4362, and 5517** - Prohibit harassment and/or discrimination against students, employees, or applicants on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, citizenship status, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

For additional information contact:

Office of Civil Rights Compliance (CRC)  
Executive Director/Title IX Coordinator  
155 N.E. 15th Street, Suite P104E  
Miami, Florida 33132  
Phone: (305) 995-1580 TDD: (305) 995-2400  
Email: [crc@dadeschools.net](mailto:crc@dadeschools.net) Website: <http://crc.dadeschools.net>

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