

South Miami Senior High School

2011-2012

STUDENT/PARENT HANDBOOK

6856 S.W. 53 Street
Miami, Florida 33155
305-666-5871

<http://smsh.dadeschools.net>



Mr. Gilberto D. Bonce
Principal

HOME OF THE COBRAS

Miami-Dade County Public Schools

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SOUTH MIAMI SENIOR HIGH SCHOOL

6856 SOUTH WEST 53rd STREET
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ACTIVITIES DIRECTOR: Ms. Danny Lavandeira

ATHLETIC DIRECTOR: Ms. Paula Raflowitz



HISTORY OF SOUTH MIAMI SENIOR HIGH SCHOOL

South Miami Senior High School opened its doors for the first time on November 10, 1971. The original student body chose the Cobra as their mascot and orange, brown, and white as their school colors.

Today, the South Miami has over 2,300 students. South Miami Senior has four academies with twenty departments. The school currently offers programs in advanced academics, gifted education, special education, a media arts magnet program, JROTC, and many service and social clubs and national honor societies and clubs. Cobra athletics is a huge part of South Miami Senior High School with teams including football, cross country, bowling, volleyball, basketball, soccer, wrestling, badminton, baseball, golf, softball, tennis, and track and field and swimming.

ALMA MATER

Our hope and pride, a school we'll always stand beside
Through passing years, through changes, challenges
Pleasures and tears,
As one and all, a mighty spirit standing tall.
We will cherish, honor and be true to
South Miami High!





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.

South Miami Senior High School

Mission Statement

Preparing our students to succeed in tomorrow's global community.



South Miami Senior High School Student Attendance/Tardy Policy

There is probably no factor more important to successful school progress than regular and punctual school attendance. Students who are tardy or absent excessively from the instructional program will fall behind in academic achievement. Excessive school absenteeism precedes grade failure, loss of interest, and may result in students withdrawing from school. Student attendance is a means of improving student performance and is critical in raising student achievement. It is expected that our students will be “model students”; students who are present at school each and every day, attend class as scheduled, arrive to school and class on time, and demonstrate appropriate behavior and a readiness to learn.

Absences

The South Miami Senior High Attendance Policy is in strict accordance with School Board Rule (6Gx13- 5A1.041) which was adopted on April 19, 2007. This rule can be accessed on the District’s website at <http://www2.dadeschools.net/schoolboard/rules/Chapt5/5a-1.041.pdf> and serves to strengthen accountability for parents, students, and schools. The critical points of this rule are as follows:

1. Absences will be initially recorded as “unexcused” and will be changed, if appropriate, upon receipt of reason for absence. Parents/guardians **must** provide a written notice to the school as to why the student was absent within three (3) days upon the return of the student to school. The written notice must be presented by the student to the attendance clerk in the main office prior to 7:15 AM. The attendance clerk will issue an “admit to class” to the student. This “admit” must then be presented by the student to all of his/her teachers. **Failure to provide required documentation within three (3) days upon return will result in an unexcused absence.** Absences will be classified as follows:

a. Excused Absences

- i. Illness of student
- ii. Medical appointment
- iii. Death in the family
- iv. Religious holiday
- v. School sponsored event
- vi. Subpoena by law enforcement agency or mandatory court appearance
- vii. Outdoor suspensions
- viii. Absences beyond the control of the parent as approved by the principal

b. Unexcused Absences

- i. Vacations
- ii. Personal services
- iii. Local non-school event, program or sporting activity
- iv. Providing day care for younger siblings
- v. Illness of others
- vi. Non-compliance with immunization requirements (unless lawfully exempted)
- vii. Any other absence not identified as “excused”

2. **Students accumulating ten (10) or more unexcused absences in an annual course or five (5) or more unexcused absences in a semester course will be subjected to the withholding of credit** pending a review of all absences by the Attendance Review Committee.
3. **Students will not be released within the final thirty (30) minutes of the school day (after 2:00 PM).**

**** All absences beyond ten (10) require written documentation from a health care provider, hospital, or court in order to receive an excused absence permit to class.**

Make-up Assignments

Students are expected to request make-up assignments for all excused absences/tardies from his/her teachers upon his/her return to school or class. Students are expected to complete the make-up assignment within a reasonable time, as determined by the teacher. Failure to complete make-up assignments will result in lower assessment of the student's academic grade and effort. **Any work missed by a student because of an unexcused absence cannot be made up or resubmitted.**

Tardy to School/Class

The school day begins at 7:20 AM daily. Students are expected to be seated and prepared to begin learning activities by the sounding of the tardy bell. Students will be considered tardy to school/class if they are not seated when the tardy bell rings.

Students who are tardy to school/class should report to the designated area to receive a pass to class. Class time which is missed due to an unexcused tardy will be counted as an unexcused absence from that class. Excessive tardies to school/class (excused or unexcused) will result in administrative action.

Leaving School Early

Students leaving school early are required to go to the attendance office for a **Permit to Leave** and to sign out. The student must be signed out by a parent, legal guardian or adult listed on the student's emergency contact card. The parent or guardian must come in person with picture identification to pick the student up. **Facsimile transmissions will not be accepted to sign a student out of school.** Students will not be permitted to leave school on their own. Students leaving early will be marked absent from all classes missed. If a student returns to school on the same day of an appointment, he/she must check in with the attendance office before reporting to class.

Extra-curricular Activities

Students accumulating ten (10) absences or twenty (20) tardies (excused or unexcused) during the school year will not be permitted to participate in or attend extra-curricular activities or competitions including, but not limited to: participation in athletic events, clubs, performance groups, pep rallies, homecoming and senior activities (Prom, GradBash, Senior Picnic, Senior Breakfast), and other school related special events.



Mandatory Uniform Policy

2011-2012

South Miami's EESAC Council voted to allow parents to vote for the adoption of school uniforms and in the spring of 2008 ballots were mailed home and the results were a resounding approval in support of school uniforms. A committee made up of students, parents and teacher was established and the uniform criteria below were adopted:

TOPS

All students are to wear "polo" style shirts with a collar. The colors are orange, brown, tan, and white. School emblem patches and badges should be placed on student shirts. **Midribs must not be exposed and undergarments must not be visible.** Additionally, school shirts, t-shirts, sweat shirts may be worn provided they are purchased at South Miami Senior High School.

BOTTOMS

Dark brown or beige khaki pants, Capri styled pants, cargo pants, Bermuda style shorts and cargo style shorts may be worn but must be at least knee length when worn at the waist. **Jeans, spandex, sweat pants, skirts and skorts are not permitted.** Pants are to be worn at the waist and should be accompanied by a belt. Pants should be worn uniform style; the "***dropping***" of pants will not be permitted.

Shoes

Students may not wear open-toe shoes. Shoes must have backs (closed shoes only). Sandals, open-toed shoes, and soft sole shoes are not permitted.

Other

Hats, scarves, and hooded garments are not to be used during the school day.

Identification Badges

ID badges should be worn at all times.

Students are expected to arrive to school properly dressed. Parents share in the responsibility of ensuring that the school uniform is worn correctly by the student. **This uniform policy will be strictly enforced for all students.**

- Please contact South Miami Senior High School for more information concerning the uniform policy at 305-666-5871.
- **The preferred uniform vendor is Ibiley Uniforms but uniforms may be purchased at any retail store provided the uniform meets the criteria established by the uniform committee.**



FINAL EXAMINATIONS

A written examination will be administered to all students at the close of each semester and may be accompanied by an oral or performance examination. Semester exams will be thorough in nature and will cover a significant amount of the content in the course. No more than two semester exams will be administered to the same students within a single day except under unusual circumstances. The exams will be scheduled at the conclusion of each semester. No semester exam will be given early. Students who miss a semester examination for a permissible reason will take the makeup exam at a specific time which will be determined by the teacher and the student. If an exam is not taken at this time, an "F" will be given, and a final semester grade will be generated.

HOME LEARNING POLICY

We believe that home learning is a vital and necessary part of the student's learning experience. Home learning should be given with a definite purpose and be related to the daily, weekly, or unit lesson plan. Although we believe that schoolwork should be given top priority, the claims of other activities on a student's time should be given consideration. Senior high school students are expected to study approximately two hours a day outside of class time. They must accept responsibility for keeping a record of their assignments and budgeting their time to provide for all subjects, for both overnight and long-term assignments.

TEXTBOOKS

The State of Florida provides that textbooks be issued to students. The use of these books is a privilege, and it is expected that all students will treat their books with care. All textbooks are to be covered. Books that have been lost must be paid for before another book is issued to a student. For some classes, students must purchase workbooks, lab manuals or paperback books.

PROGRESS REPORTS

Reports cards are issued to the students at the end of each nine week grading period. Interim reports of progress will be given approximately four and a half weeks into each nine week grading period. Whenever a student attains a status of unsatisfactory progress, the classroom teacher will issue an unsatisfactory progress report to the student. Parents are urged to review the reports with the students and consult with the teacher when necessary. Parents are requested to sign the Interim Progress Report Form/Unsatisfactory Progress Report Form and return the form to the teacher.

PARKING

Parking at South Miami Senior High School is available only to seniors and juniors by obtaining a SMSH parking permit. Ten parking spaces will be reserved by the school's administration to be used as incentives for perfect attendance, behavior and other accomplishments, as yet to be determined. Parking is a privilege and not a right. This privilege may be revoked at the discretion of the school.

Students must have a valid driver's license and have proof of insurance to acquire a parking permit. Students parking in the student parking lot without a permit may receive a citation from schools police. Additionally, any student parking in the faculty parking lots may have their automobile towed at the owner's expense.

CAFETERIA

The two cafeterias and the covered patio are the only areas where eating and drinking are permitted. Please do not sit in these areas if you are not going to eat. All trash is to be taken to the disposal centers. Your cooperation and help are needed on making the cafeteria a more desirable and attractive eating area. In an effort to promote safety, South Miami Senior High School is closed campus. **Students are not permitted to leave the school campus for lunch.**

We encourage all of our students to participate in the daily free breakfast program. Breakfast is served from 6:45 AM until 7:10 AM in the Cobra Hall cafeteria.

CLINIC

Students who feel ill must secure an appropriate pass from a teacher before they report to the clinic in the main office. It is against state law for any faculty member to issue any medication, including aspirin to a student. Please do not ask for medication.

ATHLETIC EVENTS

School spirit should be in full display at all South Miami Senior High School athletic events. However, to maintain a positive public image for our school, there are some standards of conduct all students should observe.

- Good sportsmanship is just as important for the audience as for the teams.
- The decisions of the referees should be accepted.
- Cheerleaders from other schools should be received graciously and with good spirits.
- South Miami Senior High's Alma Mater is usually sung at the conclusion of each game.

Students will be notified each week via school announcements or broadcasts of upcoming events. A monthly calendar will also be posted on the bulletin board outside of the Activities Office and on the school's website; www.smsm.dadeschools.net

When representing the school in competition in the areas of athletics, activities, and any other subject areas, students must meet the eligibility requirements set by the Florida High School Activities Association (FHSAA).

- Students must submit a birth certificate or passport as proof of age.
- Students must take a physical exam given by a certified physician on a School Board adopted physical form.
- Students must purchase School insurance.
- Athletes must have a cumulative 2.0 GPA in both academics and conduct to participate in the athletic program.
- Athletes must meet the attendance criteria established by the School Board

SCHOOL ID POLICY

Each student will receive a free ID card at their initial entry to South Miami Senior High, usually in ninth grade, during the beginning of the school year. If the card is lost or stolen, a replacement ID card will cost \$5.00. Daily temporary ID cards will be available at the cost of \$1.00, dated for one day only. Replacement or temporary identification badges can be purchased at the Student Activities Office. ID's should be displayed around the neck at all times while on campus. Should you have any questions or concerns, please contact school administration.

GUIDANCE

South Miami Senior High School provides an organized guidance program to serve all students. The staff consists of guidance counselors, a college assistance program (CAP) advisor, a career specialist, and a trust counselor. This program assists students in solving social and personal problems and in making educational and vocational plans.

If a parent wishes to have a conference with a counselor and/or several teachers, he or she is asked to contact the specific counselor to make the necessary arrangements regarding time and place. The guidance department may be reached at 305-666-5871.

COUNSELOR	DUTIES	EXT.	E-MAIL
Ms. Jacqueline Arguelles	CAP Advisor	2259	jarguelles1@dadeschools.net
Ms. Maria Bergouignan	Q, R, S, T, U, W	2254	mebergouignan@dadeschools.net
Javier Bornot	L, M, N, O, P	2210	jbornot@dadeschools.net
Mr. Rodolfo Carbajales, Dept. Chair	E, F, G, H, I, J, K	2279	rcarbajales@dadeschools.net
Ms. Michelle Currier-Lara	A, B, C	2258	mcurrier@dadeschools.net
Lisa Truby	Social Worker	2237	ltruby@dadeschools.net
Ms. Maria Moreno	SPED, D, V, Y, Z	2355	mamoreno@dadeschools.net

STATE OF FLORIDA IMMUNIZATION POLICY

All students initially entering a Florida school are required to present:

- A student Medical Exam (HRS Form 3040)
- A Certification of Immunization (HRS Form 680)
- In Miami-Dade County, all students initially entering a district school are required to present proof of a Tuberculin Skin Test and appropriate follow-up.

Transfer students from within the state of Florida or from Private Miami Dade County Schools are presumed to have had a physical examination. However, they are required to present:

- Proof of a tuberculin Skin Test and appropriate follow-up.
- Certification of Immunization (HRS form 680)



SMSH: Preparing our students to succeed in tomorrow's global community.

Students are responsible for their rights and responsibilities. These rights and responsibilities may be located in the **Code of Student Conduct** and may be viewed at <http://ehandbooks.dadeschools.net/policies/90/index.htm>.