

South Miami Senior High School

Parent/Student Handbook

2014-2015

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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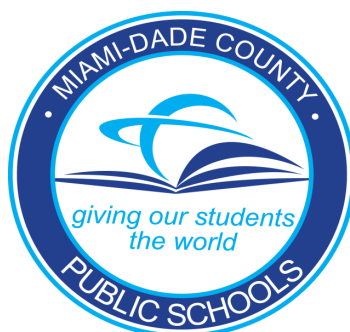


TABLE OF CONTENTS

	Page #
District's Vision/Mission	5
Website	6
School Information	6
Alma Matter	6
District/School Calendar	7
Important Dates	8
Testing	8
Interim Progress Reports	9
Report Cards	9
Activities	9
Clubs	9
Non-School sponsored	9
Fieldtrips and Special Activities	9
Fundraisers	10
Athletics	10
Attendance Policy	11
Excused Absences and Tardies	11
Unexcused School Absence	11
Late Arrival	12
Cafeteria	12
Food Cost	12
Free Breakfast	12
Free/Reduced Lunch Program	12
PAYPAMS	12
Cafeteria Rules	12
Bell Schedule	13
Comprehensive Reading Plan	13
Code of Student Conduct	14
Student Rights and Responsibilities	14
Behaviors and Range of Corrective Strategies	15
Dress Code	20
Uniform Policy	20
Cell Phones	20
Internet Use Policy	21
Confidential Information	21
Parent-Teacher Association (PTA/PTSA)	21
Insurance	21
Emergency Contact Information	21
Halls/Hall Passes	21
Health Screening	22
Immunizations	22
Parent Portal	23
Financial Obligations	24
Grade Reporting	24
Academic Grades	24
Conduct	24
Grade Point Average	24

Interim Progress Report	24
5-point Rule	24
Homework / Make-up Assignments	24
Out of Area Student Transfer	24
Permanent Records	25
Procedures for Addressing Concerns	25
School Center for Special Instructions (SCSI)	26
School Transportation	26
Work Permits	26
Safety and Security	26
The Emergency Operations Plan	26
Accident Reports	27
Code Yellow/Code Red	27
Closing of School	27
Fire Drills	27
Parking	27
Visitors	27
Elevator	27
Special Education	27
Guidance	28
The Parent Academy	28
Volunteer Program	29
Title I	29
Title I Parent's Right to Know Letter	31

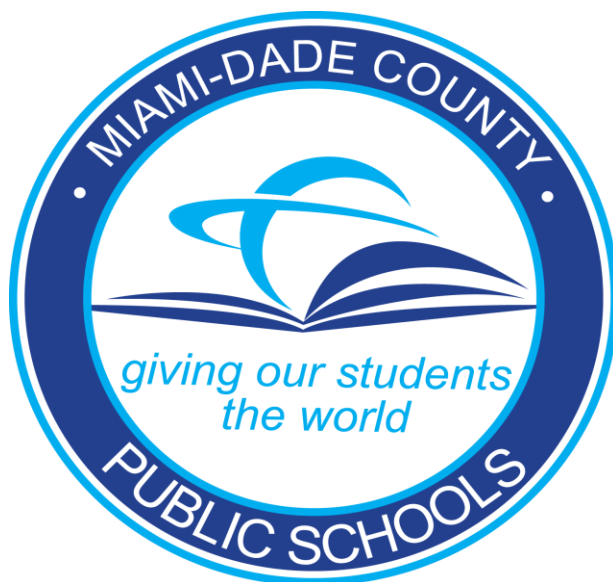
Miami-Dade County Public Schools

Vision Statement

We are committed to provide educational excellence for all.

Mission Statement

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.



SOUTH MIAMI SENIOR HIGH SCHOOL

6856 SOUTH WEST 53rd STREET
MIAMI, FLORIDA 33155
(305) 666-5871 • Fax (305) 666-6359
smsh.dadeschools.net

PRINCIPAL: Mr. Gilberto D. Bonce

ASSISTANT PRINCIPALS: Ms. Milagro Arango
Mr. Clinton B. Neilly
Mr. Malcolm Nicholas

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 2,200 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!



South Miami Senior High School

BLOCK SCHEDULE

August 2014					September 2014					October 2014				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1	1 Holiday	2 B	3 A	4 B	5 A			1 B	2 A	3 B
4	5	6	7	8	8 B	9 A	10 B	11 A	12 B	6 A	7 B	8 A	9 B Early Release	10 A
11	12	13	14 Teacher Plan Day	15 Teacher Plan Day	15 A	16 B	17 A	18 B Early Release	19 A	13 B	14 A	15 B	16 A	17 B
18 Common Day	19 A	20 B	21 A	22 B	22 B	23 A	24 B	25 Teacher Plan Day	26 A	20 A	21 B	22 A	23 B	24 Teacher Plan Day
25 A	26 B	27 A	28 B	29 A	29 B	30 A				27 A	28 B	29 A	30 B	31 A

November 2014					December 2014					January 2015				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
3 B	4 Teacher PD Day	5 A	6 B	7 A	1 B	2 A	3 B	4 A	5 B				1 Recess	2 Recess
10 B	11 Holiday	12 A	13 B	14 A	8 A	9 B	10 A	11 B Early Release	12 A	5 A	6 B	7 A	8 B	9 A
17 B	18 A	19 B	20 A	21 B	15 B	16 A	17 B	18 A	19 B	12 B	13 A	14 B	15 A	16 Teacher Plan Day
24 A	25 B	26 A	27 Holiday	28 Recess	22 Recess	23 Recess	24 Recess	25 Recess	26 Recess	19 Holiday	20 B	21 A	22 B	23 A
					29 Recess	30 Recess	31 Recess			26 B	27 A	28 B	29 A	30 B

February 2015					March 2015					April 2015				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
2 A	3 B	4 A	5 B Early Release	6 A	2 A	3 B	4 A	5 B	6 A			1 A	2 B	3 Teacher Plan Day
9 B	10 A	11 B	12 A	13 B	9 B	10 A	11 B	12 A	13 B	6 A	7 B	8 A	9 B	10 A
16 Holiday	17 Teacher PD Day	18 A	19 B	20 A	16 A	17 B	18 A	19 B	20 Teacher Plan Day	13 B	14 A	15 B	16 A	17 B
23 B	24 A	25 B	26 A	27 B	23 Recess	24 Recess	25 Recess	26 Recess	27 Recess	20 A	21 B	22 A	23 B	24 A
					30 A	31 B				27 B	28 A	29 B	30 A Early Release	

May 2015					June 2015					Year Summary				
M	T	W	T	F	M	T	W	T	F					
				1 B	1 B	2 A	3 B	4 A Last Day of School	5 Teacher Plan Day	1 Common Day for the Year				
4 A	5 B	6 A	7 B	8 A	8	9	10	11	12	5 Early Release Days (1 A, 4 B)				
11 B	12 A	13 B	14 A	15 B	15	16	17	18	19	174 Block schedule Days (90 A, 89 B)				
18 A	19 B	20 A	21 B	22 A	22	23	24	25	26	8 Teacher Planning Days				
25 Holiday	26 B	27 A	28 B	29 A	29	30				2 Professional Development Days (Not Available for Opting)				
										6 Legal Holidays				
										16 Recess Days				

M-DCPS 2014-2015 TESTING CALENDAR

TENTATIVE

DATES	TEST NAME	PARTICIPANTS
August 18 – October 17	Florida Assessment for Instruction in Read (FAIR) Assessment	Grades 9 - 12
September 15 – 26	Florida Next Generation Sunshine State Standards End-of- Course Assessments – Algebra 1 Retake, Biology 1, Geometry Retake and US History CBT	Grades 9 – 12 (eligible students)
October 6 – 17	Florida Comprehensive Assessment Test Reading and Mathematics Retake CBT	Grades 10+, 11, 12 eligible students
October 15	Preliminary SAT/National Merit Scholarship Qualifying Test	Grade 9 & 11 Optional Grade 10
October 27 – November 14	Interim Assessment Test: Fall – Algebra 1, Algebra 2, Geometry, Biology 1, United States History	Grades 9 - 12
November 24 – January 30	Florida Assessments for Instruction in Reading Assessment Period 2 (FAIR)	Grades 9 – 11; Grade 12 eligible students
December 1 - 5	Florida Competency Examination on Personal Fitness	Grades 10 - 12 (Optional)
December 1 – 19	Florida Next Generation Sunshine State Standards End-of- Course Assessments – Algebra 1 Retake, Biology 1, Geometry Retake and US History CBT	Grades 9 – 12 (eligible students)
	Florida Standards Assessments English Language Arts – Writing Component Field Test CBT	Grade 9 – 11 (selected schools)
January 26 – February 13	Interim Assessment Tests: Winter - Algebra 1, Algebra 2, Geometry, Biology 1, United States History	Grades 9 - 12
January 26 – March 6	National Assessment of Educational Progress Reading, Mathematics and Science	Grade 12
February	Florida’s Postsecondary Education Readiness Test (PERT)	Grade 11
March 2 – 13	Florida Standards Assessments English Language Arts – Writing Component	Grades 9 – 11
March 2 – April 3	Comprehensive English Language Learning Assessment (CELLA)	Grades 9 – 12, all current ELLs and eligible former ELLs
March 2 – April 7	Florida Alternative Assessment	Grades 9 – 11
March 23 – April 10	Florida Comprehensive Assessment Test – Reading and Mathematics Retakes CBT	Grades 10+, 11, 12
	Florida Next Generation Sunshine State Standards End-of- Course Assessments – Algebra 1 Retake CBT	Grades 9 – 12 (eligible students)
April 13 – May 8	Florida Standards Assessments – English Language arts CBT	Grade 9 – 11
March 30 – May 29	Trends in Mathematics and Science Study (TIMMS)	Grade 12 (selected schools)
April 13 – May 29	Florida Assessments for Instruction in Reading Assessment Period 3 (FAIR)	Grades 9 – 11; Grade 12 eligible students
April 20 – May 15	Florida Standards Assessments: End-of-Course Assessments Algebra 1, Geometry and Algebra 2 CBT	Grades 9 – 12 (eligible students)
April 20 – May 15	Florida Next Generation Sunshine State Standards End-of- Course Assessments – Biology, Civics and US History	Grades 9 – 12 (eligible students)
May 4 – 15	Advanced Placement Exams	Grades 9 – 12, enrolled, registered students only
May 1 – 5	Florida Competency Examination on Personal Fitness	Grades 10 - 12

TESTS GIVEN ON AN AS-NEEDED BASIS	
Florida's Postsecondary Education Readiness Test, Dual Enrollment Placement, College Placement Testing, Post Remediation, Concordant Scores for Algebra 1 EOC (when established) PERT	Grades 10 -12
Aprenda La Prueba de los Logros en Español Segunda Edicion Placement decision for Gifted Program, Spanish-speaking ELLS - APRENDA	Grades 9 – 12 eligible ELLs
On-line Comprehensive English Language Learning Assessment Placement decisions for ESOL Extension of services for ESOL Program – On-line CELLA	Grades 9 – 12 eligible ELLs

COLLEGE ENTRANCE EXAMINATIONS

Nationally offered for interested, registered students

SAT Test Dates	ACT Assessment
October 11, 2014	September 13, 2014
November 8, 2014	October 25, 2014
December 6, 2014	December 13, 2014
January 24, 2015	February 7, 2015
March 14, 2015	April 18, 2015
May 2, 2015	June 13, 2015
June 6, 2015	

Important Dates – Tentative

Interim Report Distribution	Report Card Distribution
1 st Nine Weeks - September 16-18, 2014	1 st Nine Weeks - November 5, 2014
2 nd Nine Weeks - November 18-20, 2014	2 nd Nine Weeks - January 29, 2015
3 rd Nine Weeks - February 18-20, 2015	3 rd Nine Weeks - April 8, 2015
4 th Nine Weeks - April 27-29, 2015	4 th Nine Weeks - June 17, 2015

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.

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.

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.

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

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. Outdoor suspension.
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).

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).

Cafeteria

Food Cost

Breakfast - No charge to students

Lunch

Secondary Students \$2.50

Reduced Price, Students \$0.40

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


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.

SOUTH MIAMI SENIOR HIGH SCHOOL

BELL SCHEDULES

 Regular Block Schedule			
	Start	End	Total Time
Block I	7:20 AM	9:22 AM	2 hours, 2 minutes
Passing	9:22 AM	9:29 AM	7 minutes
Block II	9:29 AM	12:11 PM	2 hours, 42 minutes
Passing <small>(Cobras Hall's 2nd and 3rd Floors Excluding Reading Classes)</small>	10:31 AM	10:38 AM	7 minutes
A Lunch <small>(Cobras Hall's 2nd and 3rd Floors Excluding Reading Classes)</small>	10:38 AM	11:13 AM	35 minutes
B Lunch <small>(Cobra Tower, Cobra Hall's 1st Floor and Reading Classes)</small>	11:36 AM	12:11 PM	35 minutes
Passing	12:11 PM	12:18 PM	7 minutes
Block III	12:18 PM	2:20 PM	2 hours, 2 minutes

PEP RALLY SCHEDULE		EARLY RELEASE DAY SCHEDULE		COMMON DAY SCHEDULE (1 st Day of School)	
BLOCK I <small>(Period 1 & 2, Attendance & Announcements)</small>	7:20 – 9:15 <small>(1 hour & 55 minutes)</small>	BLOCK I <small>(Periods 1 & 2, Attendance & Announcements)</small>	7:20 – 8:45 <small>(1 hour & 25 minutes)</small>	Period 1	7:20 – 8:19 <small>(59 minutes)</small>
BLOCK II <small>(Periods 3 & 4)</small>	9:22 – 11:47 <small>(1 hour & 50 minutes + lunches)</small>	BLOCK II <small>(Periods 3 & 4)</small>	8:52 – 10:12 <small>(1 hour & 20 minutes)</small>	Period 2	8:25 – 9:24 <small>(59 minutes)</small>
Lunch 1 <small>(Cobra Hall's 2nd & 3rd Floors) *excludes Reading Classes</small>	10:30 – 11:05 <small>(35 minutes)</small>	BLOCK III <small>(Periods 5 & 6, Announcements)</small>	10:19 – 12:20 <small>(1 hour & 20 minutes + lunches)</small>	Period 3	9:30 – 10:29 <small>(59 minutes)</small>
Lunch 2 <small>(Cobra Tower, Cobra Hall's 1st Floor and Reading Classes)</small>	11:12 – 11:47 <small>(35 minutes)</small>	Lunch 1 <small>(Cobra Hall's 2nd & 3rd Floors) *excludes Reading Classes</small>	10:19 – 10:51 <small>(35 minutes)</small>	Period 4	10:35 – 12:10 <small>(60 minutes & lunches)</small>
BLOCK III <small>(Periods 5 & 6)</small>	11:54 – 1:44 <small>(1 hour & 50 minutes)</small>	Lunch 2 <small>(Cobra Tower, Cobra Hall's 1st Floor and Reading Classes)</small>	11:10 – 11:45 <small>(35 minutes)</small>	Lunch 1 <small>(Cobra Hall's 2nd & 3rd Floors)</small>	10:35 – 11:10 <small>(35 minutes)</small>
PEP RALLY	1:44 – 2:20 <small>(36 minutes)</small>			Lunch 2 <small>(Cobra Tower, Cobra Hall's 1st Floor)</small>	11:35 – 12:10 <small>(35 minutes)</small>
GO COBRAS!				Period 5	12:16 – 1:15 <small>(59 minutes)</small>
				Period 6	1:21 – 2:20 <small>(59 minutes)</small>

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.


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.


Student Rights and Responsibilities

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.


BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p>LEVEL I Behaviors are acts that disrupt the orderly operation of the classroom, school function, extracurricular activities or approved transportation.</p> <h3 style="text-align: center;">LEVEL I</h3> <p>Disruptive Behaviors</p> <ul style="list-style-type: none"> • 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 <div style="text-align: center; margin-top: 20px;">  </div>	<p>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.</p> <h3 style="text-align: center;">PLAN I</h3> <ul style="list-style-type: none"> • 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
<p>Special Notes</p> <ul style="list-style-type: none"> * 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. 	<p>Special Notes</p> <ul style="list-style-type: none"> ** 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.
<p>Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.</p>	


BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p>Level II Behaviors 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>Seriously Disruptive Behaviors</p> <ul style="list-style-type: none"> • Cheating/Misrepresentation • Confrontation with a staff member • Defiance of school personnel • Distribution of items or materials that are inappropriate for an educational setting* • Failure to comply with previously prescribed corrective strategies • False accusation • Fighting (minor) • Harassment (non-sexual or isolated) • Instigative behavior • Leaving school grounds without permission • Joining clubs or groups not approved by the School Board • Libel • Petty theft (under \$300.00) • Use of profane or provocative language directed at someone • Prohibited sales on school grounds (other than controlled substances) • Possession and/or use of tobacco products • Slander • Vandalism (minor) 	<p>The principal or designee must select at least one of the following strategies from PLAN II. The use of appropriate strategies from previous PLAN may be used <u>in conjunction with</u> this PLAN. Principals may authorize the use of PLAN III for repeated, serious or habitual Level II infractions.</p> <h3 style="text-align: center;">PLAN II</h3> <ul style="list-style-type: none"> • Parent/guardian contact ** • School-based program that focuses on modifying the student's inappropriate behavior or promotes positive behavior • Suspension from school for one to five days*** • Diversion Center <div style="text-align: center; margin-top: 20px;">  </div>
<p style="text-align: center;">Special Notes</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;">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>	

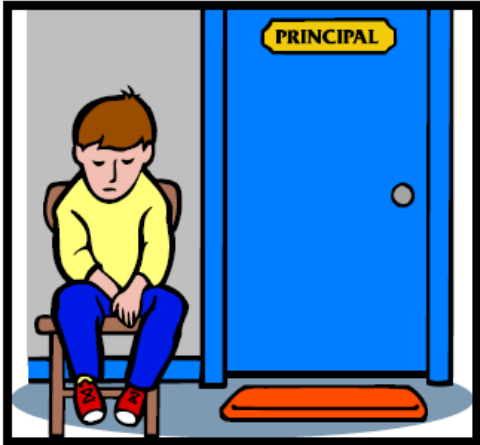
BEHAVIORS AND RANGE OF CORRECTIVE STRATEGIES

BEHAVIORS	RANGE OF CORRECTIVE STRATEGIES
<p>LEVEL III Behaviors 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;">LEVEL III</p> <p>Offensive/Harmful Behaviors</p> <ul style="list-style-type: none"> • Assault/Threat against a non-staff member • Breaking and Entering/Burglary • Bullying (repeated harassment)* • Disruption on campus/Disorderly conduct • Fighting (serious) • Harassment (Civil Rights)** • Hazing (misdemeanor) • Possession or use of alcohol and/or controlled substances • Possession of simulated weapons • Sexual harassment** • Trespassing • Vandalism (major) 	<p>The principal or designee must select at least one of the following strategies from PLAN III. 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 PLAN IV for repeated, serious or habitual Level III infractions.</p> <p style="text-align: center;">PLAN III</p> <ul style="list-style-type: none"> • Parent/guardian contact*** • Suspension from school for one to ten days**** • Permanent removal from class (placement review committee decision required) • Diversion Center • Recommendation for alternative educational setting • Recommendation for expulsion <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>LEVEL IV Behaviors 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 style="text-align: center;">LEVEL IV</p> <p>Dangerous or Violent Behaviors</p> <ul style="list-style-type: none"> • Battery against a <u>non-staff</u> member • Grand theft (over \$300.00) • Hate crime • Hazing (felony) • Motor vehicle theft • Other major crimes/incidents • Sale and/or distribution of alcohol and/or controlled substances • Sex offenses (other) (including possession and/or distribution of obscene or lewd materials) 	<p>The principal or designee must use the following strategies from PLAN IV. 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;">PLAN IV</p> <ul style="list-style-type: none"> • Parent/guardian contact* • Suspension from school for one to ten days** • Recommendation for alternative educational setting • Recommendation for expulsion. <div style="text-align: center; margin: 20px 0;">  </div>
Special Notes	Special Notes
<p>➤ All Level III, IV, and V infractions require Schools Police Automated Reporting (SPAR). Administrators must contact Miami-Dade Schools Police.</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>LEVEL V Behaviors are the most serious acts of misconduct and violent actions that threaten life.</p> <h3 style="text-align: center;">LEVEL V</h3> <p>Most Serious, Dangerous or Violent Behaviors</p> <ul style="list-style-type: none"> • Aggravated assault • Aggravated battery against a non-staff member • Armed robbery • Arson • Assault/Threat against M-DCPS employees or persons conducting official business • Battery or Aggravated battery against M-DCPS employees or persons conducting official business* • Homicide • Kidnapping/Abduction • Making a false report/threat against the school* • Sexual battery • Possession, use, sale, or distribution of firearms, explosives, destructive devices, and other weapons.* 	<p>The principal or designee must use the following strategies from PLAN V. The use of appropriate strategies from previous PLANS may also be used <u>in conjunction with</u> this PLAN.</p> <h3 style="text-align: center;">PLAN V</h3> <ul style="list-style-type: none"> • Parent/guardian contact ** • Suspension from school for ten days *** • Recommendation for expulsion <div style="text-align: center; margin: 20px 0;">  </div>
<p style="text-align: center;">Special Notes</p> <ul style="list-style-type: none"> ➤ All Level III, IV, and V infractions require Schools Police Automated Reporting (SPAR). Administrators must contact Miami-Dade Schools Police. ➤ The possession of firearms or other weapons on school property may result in criminal penalties in addition to expulsion. <p>* Mandatory one year expulsion.</p>	<p style="text-align: center;">Special Notes</p> <ul style="list-style-type: none"> ** 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. ➤ This level of infraction may result in an expulsion requiring School Board action.
<p><i>Refer to the Glossary for an explanation of unfamiliar words used in the Code of Student Conduct.</i></p>	

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.

Mandatory Uniform Policy

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, "slides" and slippers 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.**

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.

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 (INSERT SCHOOL NAME) 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:**

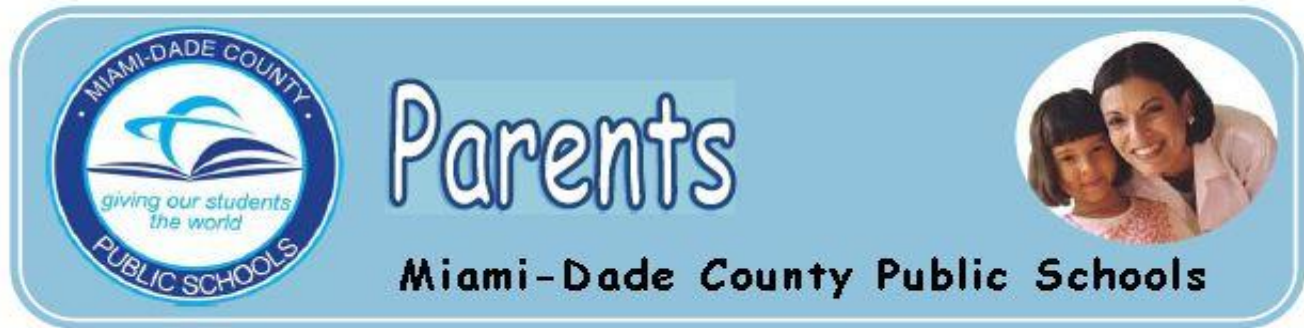
1. A complete Florida Certification of Immunization – Blue Card Form DH 680 - according to grade level.
2. State of Florida School Entry Health Exam – Yellow Form DH 3040 - no older than 12 months.
3. Tuberculosis Clinical Screening, PPD or Chest X-ray.

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 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.

www.dadeschools.net

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.

GRADE	NUMERICAL VALUE	VERBAL INTERPRETATION	GRADE POINT VALUE
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 (customized)

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).

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.

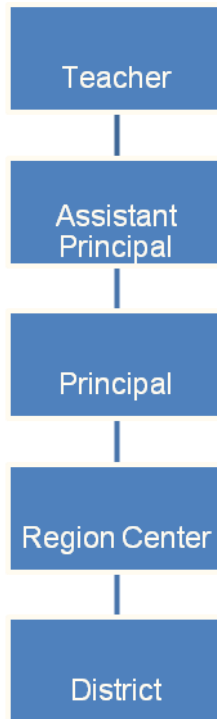
Permanent Records (FYI – from the Student Educational Records Manual)

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 of 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 beginning on Monday, August 12, 2013. 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.

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.

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/>.

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 – Z	2254	mebergouignan@dadeschools.net
Javier Bornot	L – P	2210	jbarnot@dadeschools.net
Mr. Rodolfo Carbajales, Dept. Chair	Do – J	2279	rcarbajales@dadeschools.net
Ms. Michelle Currier-Lara	A – Di	2258	mcurrier@dadeschools.net
Lisa Truby	Social Worker	2237	ltruby@dadeschools.net
Ms. Sheron Cooper	SPED	2355	coopers@dadeschools.net

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 to view the course directory, upcoming events, and links to helpful information. For more information call 305-995-2680.

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"> • Day chaperones for field trips • Classroom assistants • Math and/or reading tutors. 	<ul style="list-style-type: none"> • Certified Volunteers • Mentors • Listeners/Oyentes • Athletic/PE assistants • Overnight chaperones.

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 27th Avenue, Suite F9
Miami, FL 33147
(Northside Shopping Centre, 130 South Ct.)

Title I – South
5555 SW 93rd Avenue, Portable #3
Miami, FL 33165
(FDLRS South Site)

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

Miami-Dade County Public Schools
Office of Parental Involvement
1450 NE 2nd Avenue, Suite 216
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/>.



Miami-Dade County Public Schools

giving our students the world

Superintendent of Schools

Alberto M. Carvalho

Gilberto D. Bonce, Principal

Miami-Dade County School Board

Perla Tabares Hantman, Chair

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Dr. Wilbert "Tee" Holloway

Dr. Marta Pérez

Raquel A. Regalado

August 18, 2014

Dear Parents/Guardian:

Miami-Dade County Public Schools is committed to providing information to you regarding your child's teacher and paraprofessional qualifications in a timely manner upon request.

You have the right to request the following information:

- Whether the teacher has met state licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualifications of licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether your child is provided services by paraprofessionals, and, if so, their qualifications.

You will be notified in writing if your child has been assigned or has been taught for more than four consecutive weeks by a teacher who has not met the No Child Left Behind Act (NCLB) highly qualified criteria.

Please be assured that Miami-Dade County Public Schools is dedicated to providing the students of our county with a quality education. The information regarding the qualifications of your child's teacher and/or the classroom paraprofessional may be obtained from the school.

Sincerely,

Gilberto D. Bonce,
School Principal

South Miami Senior High School

6856 S.W. 53rd Street • Miami, Fl. 33155

305-666-5871 • 305-666-6359 (FAX) • <http://smsh.dadeschools.net>

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.

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.

Rev. (01-11)