

BREAKFAST POINT ACADEMY

2017-18 Middle School Planner

"BPA: Feel the Sting of Success!"

Keri Weatherly, Principal

Gay Speights, Assistant Principal

Rebecca Christopher, Assistant Principal

Christina Bordelon, Assistant Administrator



Located at 601 N. Richard Jackson Blvd, Panama City Beach, FL 32407

www.bayschools.com/schools/bpa

BPA Front Office: 767-1190	BPA Fax: 230-1006
BPA Bay BASE: 236-8443	Cafeteria: 236-9535
Bay District School Board Office: 767-4100	District Bus Transportation: 767-4494

Breakfast Point Academy School Expectations

Responsible

Achievers

Young Leaders

Showing Respect

Mission:

"Every Ray, Every Day!"

Vision:

Unlocking the leadership potential in every student through academics, relationships, and service to prepare them for future success in college, the workforce, and beyond.

This planner belongs to:

Name: _____

Address: _____

City/Town: _____ Zip: _____

Phone: _____

Computer ID Log in: _____ Password: _____

Student Schedule

Please write in pencil in case of class changes!

Period	Subject	Teacher	Room Number/Location
1			
2			
STING			
3			
4			
5			
6			

Bay District School's Grading Scales

Academic Scale

A	90-100	Outstanding Progress
B	80-89	Above Average Progress
C	70-79	Average Progress
D	60-69	Lowest Acceptable Progress
F	0-59	Failing

Effort/Behavior Grades

S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

Homework/Make-Up Work

Homework is intended to be an extension of the instructional program as determined by the teacher. Parents should feel free to communicate directly with the individual teacher concerning homework. An allotted time for home study should be part of the student's daily routine, regardless of whether specific assignments have been given. Students should realize that homework is not just written assignments, but that studying is an integral part of homework. Students are expected to make up all work missed during excused absences. The student must contact the teacher on the first day back in school in order to make arrangements to make up the work within five (5) school days. **It is the student's responsibility to request make-up work.**

Assessment Principles and Practices

1. The primary purpose of a grade is to communicate the level of standards mastery a student has achieved in a given subject.
2. **Formative & Summative Assessments** - Formative assessments are used for student practice and teacher feedback. Formative assessments will not be counted towards the final grade. Summative assessments measure student achievement at the end of a unit, course, term, or year providing teachers with information for making final judgments about student mastery.
3. **Missing Assignments and "Incompletes"** - In Parent Portal, the term "Missing" will indicate any missing student work during the grading period. At the end of a grading period, any missing work will factor into the final grade as a temporary zero that will be adjusted once the student completes the assessment. If there are missing summative assessments during a quarter, the quarterly grade may be reported as incomplete until the student completes the required assessments and will show as an "I" in Parent Portal and on the report card.
4. **Zeroes** - The only situation in which a zero may be used is when a student has completed an assessment and demonstrated no mastery of the standard(s) on that assessment. Zeroes will not be used to indicate missing assignments.
5. **Communication of Behavior** - Communication of student behavior is done via teacher-initiated contact with parents/guardians during the grading period and via the conduct grade on the report card at the end of the grading period. Behavior will not factor into a student's grade.
6. **Retakes/Reassessments** - Teachers will provide students with multiple and various opportunities to demonstrate their level of mastery.

- a) Reassessments will be provided for summative assessments or parts of summative assessments if the summative assessment is divided up by standard. Reassessments occur during the school day unless teacher and student make other arrangements
- b) The intent of a reassessment is not for students to get an "A." The intent of a reassessment is to provide students an additional opportunity to show standards' mastery. Prior to a reassessment the student is required to show appropriate evidence of additional learning as determined by the teacher. Examples of additional learning include peer tutoring, teacher tutoring, revising their work, practicing the skill in a given way, and other similar activities.
- c) The reassessment will not be identical to the original assessment.

****FOCUS/Parent Portal is the OFFICIAL grade of record.**

Lockers

Students will have the opportunity to be assigned a school locker and a P.E. locker. Locks **MUST** be purchased from the school office for \$5.00. Administration has the right to search school lockers at any time. **Notice to Students:** "Student lockers, other student storage spaces provided by the school system, and student vehicles are subject to search by school authorities at any time, upon reasonable suspicion, for prohibited or illegally possessed substances or objects." (School Board Policy 7.204)

School Food Services

The Ray Cafe will be open for students at 7:15am. Students are permitted in the Ray Café to eat breakfast until 7:40 am. Lunch is served each day with times determined by the student's grade level. The lunch includes milk, but students may also purchase extra milk when desired.

Prices are as follows:

Breakfast	\$1.50	Lunch	\$2.75
------------------	---------------	--------------	---------------

Applications are available in the school office for free and reduced price meals or you can fill out an application on line at: www.ApplyForLunch.com. Students who qualify for free lunch are also entitled and encouraged to participate in the breakfast program. We request that lunches be purchased in advance in the cafeteria from 7:15-8:15 each day or pre-pay on-line. Go to www.schoolpaymentsolutions.com to enroll and deposit funds into your child's account using a Visa or MasterCard. Once your account is established, you can check balances (no charge) and fund the account anytime from your home computer (for a fee of \$2.50 at ANY school regardless of the number of children in that school). Your child's information is safe and your payment card info is protected by the most advanced Internet security. Contact us for your child's 10-digit Student ID number and get started immediately. **Students are not permitted to charge school meals.** If a student does not have meal money, they will be provided an alternative meal. At no time will a student not be fed! **Parents are invited to eat lunch with their children.**

Electronic Mobile Device Guidelines

Bay District schools will allow the use of personal electronic mobile devices during specified times. Students will be allowed to bring their own device (BYOD). Students who choose to bring their personal electronic mobile devices **MUST** log in and use BDS filtered wireless network during the school day. **NOTE:** Students will bring personal electronic mobile devices to school at their own risk. The district **WILL NOT** be responsible if a phone or other device is lost, stolen, misplaced, damaged, or confiscated. The district **WILL NOT** be responsible for virus, malware, or other computer related issues associated with connecting to the BDS network. Beginning 2012-2013, students may utilize electronic mobile devices in the classroom for educational purposes when the teacher deems appropriate and with a signed AUP on file. While the district encourages students to use electronic mobile devices for educational purposes in the classroom, middle school students may use these devices before and after school, not during lunch. All students may use devices in the classroom setting with teacher permission and supervision. Use is **STRICTLY** prohibited for all students during passing periods due to safety issues. Use of electronic mobile devices during the school day is a privilege. Adherence to the following electronic mobile device guidelines is essential to maintaining an academic environment and the integrity of the classroom:

- Using functions on electronic devices that disrupt the educational environment, from within or from outside the classroom, or violates the rights of others, including, but not limited to using the device to cheat, violate school conduct rules, harass or bully staff or students or use their device for unlawful purposes will be subject to disciplinary action; up to and including suspension, expulsion, and being reported to local authorities.
- Cell phone conversations during instruction or class time should take place only under the supervision of staff personnel unless otherwise directed.
- Using any device that permits recording voice or image of another in any way that disrupts the educational environment, invades privacy of others, or is made without prior consent of individuals being recorded is prohibited. Also, using any device that permits recording voice or image of another to take, disseminate, transfer, or share audio,

images, video, or photos that reveal private parts of the body that are ordinarily covered by clothing is prohibited. The possession of pornographic images or video on any electronic device is prohibited.

- Students must comply with staff directives, including but not limited to, using appropriate device volume. When in use, devices must be on vibrate or silent mode so that no audible tone is heard.
- PEMDs misused in accordance with this policy shall be confiscated from the student and only returned to the student's parent upon notification from the school office. Continued misuse of PEMDs may subject the student to disciplinary action, as determined by the principal. Use of a PEMD will subject the student to the possibility of the imposition of disciplinary action by the school or criminal penalties if the PEMD is used for the purposes of a criminal act.
- Parents may request special permission for their student to use cellular or satellite telephones if the parent has requested such use in writing to the school principal and has provided a physician's statement that provisions for immediate medical needs are necessary. If such permission is granted by the principal at the principal's discretion, the cellular telephone will be placed on "vibrate" so not to disturb other students. Misuse of the cellular telephone under these circumstances will subject the student to disciplinary actions, as determined by the principal.

Protecting Instructional Time and Limiting Classroom Interruptions:

We want to ensure the success of "Every Ray, Every Day." In order to ensure the best possible learning environment, it is crucial that we that we protect instructional time and keep classroom interruptions to a minimum.

If you prefer to walk your student to class, you must arrive prior to the tardy bell. Please remember that you must check in at the front office prior to proceeding to any destination on campus. Parents will not be permitted to escort their child to the classroom after the tardy bell rings.

If you choose to deliver a hot lunch to your student, you must arrive at your child's designated lunch time and meet your child in the cafeteria. Calls to classrooms during instructional time to inform your student that their lunch has arrived interferes with valuable instructional time. You are welcome to stay and enjoy lunch with your student but you must meet them in the cafeteria. Please remember that you must first check in at the front office and obtain a visitor's badge.

Please ensure each morning prior to school that your child is aware of how they are going home. For elementary students, please send a signed note to your child's teacher if there is a change. Students will only be released to individuals that you have authorized through Parent Portal. Calls to change transportation home need to be reserved for emergency situations only! We want to ensure all of our students arrive to their proper after school destination safely. It is difficult to communicate last minute transportation changes to the teachers at the end of the school day. Planning in advance and letting your child and your child's teacher know prior to the start of the school day of any changes, will help limit classroom interruptions and ensure safe dismissal.

Calls will not be transferred to the classroom during instructional time. If you need to schedule a conference with your child's teacher, you may leave a message with the front office or email the teacher directly. The teacher will return your call at their earliest convenience during non-instructional time.

Student Drop Off/Pick Up Policy

Safety is one of our top priorities. Student drop off and pick up is **PROHIBITED** in the parking lots and the bus loop in ALL circumstances. This will be strictly enforced. You must use the car loop. Students may be dropped off in the morning beginning at 7:15. If you prefer to walk with your child, you must park in an approved parking space in the parking lot at the front of the school and escort your child to the door. The parking lots adjacent to the cafeteria and the gym will be reserved for faculty and staff only.

Please note that with an increase in our school choice enrollment, the car traffic will also increase! Please plan accordingly and leave a few minutes earlier in the morning. Your compliance with this policy is crucial in order to ensure the safety of all of our students.

Care of School and Personal Property

Students must not mark on school furniture, walls, ceilings, floors, or equipment with pens, pencils, markers, or any other instruments. Students must not tamper with fire alarms, fire extinguishers, plants, trees, or any other electrical system in the school. Anyone who willingly fully destroys school property through vandalism, arson, or larceny, or who creates a hazard to the safety of our students will be referred to the proper law enforcement agency. **SKATEBOARDING IS PROHIBITED!**

Students are cautioned not to bring large amounts of money, radios, iPods, cell phones, or cameras to school. If a student wears glasses or watches, we ask that the student take responsibility for the care of them. If it is necessary to bring more money than needed to pay for lunch, students should leave it with the teacher for safekeeping. Students should not leave money or other valuables in the desks. We are not responsible for any damaged or lost items.

Ray Café Manners

Students are expected to:

- Leave tables clean, take your tray to the window that is open and throw all trash in the receptacles provided.
- Conduct themselves in an orderly fashion at all times by observing good table manners.
- Use common sense and courtesy at all times.
- Keep their voices low or at normal tones while in the Ray Café.

Middle School Student Uniform Policy

Students must adhere to the uniform code policy. **The uniform policy applies from the time the student arrives on campus until the end of the school day. For a complete copy of the Student Uniform and Grooming Policy (BCSB 7.209), visit www.bay.k12.fl.us. NOTE: School approved means clothing carries school logo and is in school colors.**

Tops: (Must be Blue, Yellow/Gold or White)

1. Polo/golf shirt with collar and buttons (**plain color, NO design**)
 2. Collared dress shirt with sleeves (no cap sleeves) (underarm must be covered) or
 3. No shear or see-through shirts
 4. School approved T-shirts (club, spirit, etc) - unaltered
- Maximum of 3 color (white and 2 colors to be determined by the School Advisory Committee - SAC)
 - Club and activity shirts not in school colors must be a nationally recognized school sponsored organization, i.e. Key Club, National Honor Society, etc.
 - Must be a solid school color except for school approved shirts
 - Small manufacturer's trade mark is acceptable
 - Must be appropriately fitted
 - Students may layer their tops; however, all visible tops must be in the designated colors. Tops worn as undergarments must be in designated school colors.

Bottoms:

- Belts must be worn if the pants have belt loops
- Belts must be traditional and must be worn in loops and pants shall be unaltered
- Bottoms can be khaki, navy blue or blue jeans
- With site-based administrative approval bottoms can be black
- Bottoms must be appropriately fitted and seated at the waist
- Large pocket style shorts may be worn. No hip huggers, no holes, and no overalls
- No large pocket style pants, no bell bottoms, no baggy pants, no hip huggers, no holes, no carpenter pants and no overalls
- No shorts, skirts or dresses shorter than five inches (5") above the knee caps as measured standing up, (K-5 students may wear jumpers)
- Dresses with sleeves (underarm must be covered) must be one of the school's chosen colors and a solid color
- Small manufacturer's trade mark and minimal embellishments are acceptable

(NO athletic, NO exercise, NO yoga pants, NO sweat pants)

Shoes:

- Closed toes and closed backs
- May wear sandals with back or back strap for grades K-5 only
- No bedroom shoes

Sweaters/Sweatshirts/Hoodies:

- Sweaters if school approved
- Long-sleeved sweatshirts/hoodies must be one of the 3 approved colors (school logo not required)
- Must be solid color (unless school approved spirit or club)
- Must be appropriately fitted

Note: School approved means clothing carries school logo and is in school colors.

Other:

- Scarves must be worn appropriately around the neck or shoulders (accessory item only; no bandanas)
- No head wear except sunglasses. Hats or other sun-protective wear to only be worn while students are outdoors during school hours; however, at all other times, the sun-protective items must be properly stored by the student in pockets, purse, locker or backpack
- No jewelry or accessory that may be used as weapons such as chains or spiked jewelry
- Jackets/Coats must have either buttons, zippers or snaps that are from top to bottom. Jackets can be any color. Jackets may be worn in the classroom at the discretion of the teacher.
- No bedroom clothes.

For violating school dress code policy shall be as follows:

- First and second offense consequences: notification of parent or guardian; change of inappropriate attire
- Consequences for subsequent offenses may include:
 - Notification of parent or guardian
 - Change of inappropriate attire
 - Lunch detention or in-school suspension
 - One to three days of in-school or out of school suspension

Attendance

Students are expected to be in school, to be on time and to stay all day unless prohibited by illness or other serious crisis. Florida Law 232.01F.S. requires children ages 6-16 to be in regular attendance in school and holds parents accountable for meeting this requirement (232.09F.S.S). Your child is in jeopardy of violating these statutes as indicated below:

- 5 or more absences (excused or unexcused) in a month
- 10 or more absences (excused or unexcused) in the past 90 days. Enforcement of school attendance 232.17 F.S. School Board Policy 7.10r; 7.105
- 15 or more unexcused absences in the past 90 days, Habitual Truant 39.01F.S.

An absence is defined as being more than 5 minutes tardy, leaving more than 15 minutes early, or missing more than a ½ day of school or class period. Criteria for approved absences as stated by the School Board include: illness, medical care, death in the family, legal reasons, religious holidays, pre-approved family leave, or school sanctioned activities. Parents are required to justify each absence of the student within 24 hours of the absence with a written excuse to the school. If the above absences are found unexcused, you or your child may also be at risk for: (1) Notification to AFDC: we are required to notify the AFDC office when recipients of AFDC are not attending school regularly. This could result in a reduction of benefits. (2) Court action for truancy

If a prolonged absence is foreseen by the parent, a request can be made through the office that makeup work be gathered for the child and picked up in the office after 2:00. A request for makeup work is not necessary if the child is out only one day. For the protection of your child during the school day, students may not leave the school campus unescorted. If it is necessary for a child to leave school, parents must sign the child out in the office. Teachers will not release students unless notified that the child has been signed out in the office.

Please understand that excessive absences and tardies can be detrimental to your child's learning because of missed instruction.

Excused Absences

Criteria for approved absences as stated in School Board Policy include: illness, medical care, death in the family, legal reasons, religious holidays, pre-approved family leave, or school sanctioned activities. **Parents are required to excuse each student's absence within three (3) days of the absence.**

- A. ***IF YOUR CHILD IS ABSENT, PLEASE CALL 767-1190 DURING THE A.M. OF THE DAY YOUR CHILD IS ABSENT; or***
- B. Send a note with the student explaining the reason for absence. Students should take the note to the Main Office before school **(not to teacher)** on the day of return.

Documentation must be filed with the front office within three (3) days of the absence. Excused absences may be given for the following reasons:

1. Death in the family or other bona fide family emergency.
2. Illness of student. A written statement from a physician that the student is under the supervision of the physician and that the student's condition justifies the number of days absent may be required after five (5) days absence.
3. Appointments for medical or dental care (physician's statement required.)
4. Visits to licensed therapist.
5. Legal reasons.
6. Pre-approved family leave. Requests for family leave must be in writing and approved before the student is to be absent and must comply with the following criteria:
 - a. The student must have a C average or higher in all classes for the grading period.
 - b. It must be demonstrated that the leave cannot be taken during school breaks.
 - c. The requested leave cannot be for more than five (5) days per school year and may not be during semester/term exam days and/or during state assessments.

Unexcused Absences

Absences resulting from truancy, out-of-school suspension, or expulsion will be considered unexcused. If an absence is due to a suspension of 1 to 3 days, the student must contact the teacher upon return to class for make-up work. All make-up work must be turned in to the teacher within 5 days of return to school. For suspensions of more than 3 days, parents/guardians are responsible for contacting the school by the end of the third day to obtain make-up work. In this case, all work must be turned in upon the student's return to school.

Unexcused absences are those absences that are not justified according to the rules of this policy by the parent or legal guardian. In addition, truancy, and/or skipping are considered unexcused absences.

Skipping class is defined by one or more of the following criteria:

1. Failure to check out when leaving school before the end of the official school day.
2. Absent from class without parents or legal guardians knowledge and/or permission.
3. Absent from class without teacher knowledge and/or permission.

Appeals: A parent or student may appeal within five (5) days of notification a decision to classify an absence as unexcused by notifying the principal in writing.

Illness of Students at School

It is extremely important we have accurate phone numbers where you can be reached in case your child becomes ill. We appreciate having the name of a neighbor or family member who can pick up your child if you cannot. As names and phone numbers change, please keep your child's information updated through Bay District Parent Portal at www.bay.k12.fl.us.

Checking Out Students

Your child may ONLY be checked out to the authorized people that are identified by you in the Parent Portal System. Bay District Schools (BDS) has an online registration process. All parents must complete the online process each year. All school registration/updates must be completed through the Bay District Parent Portal website www.bay.k12.fl.us. The online process is replacing the blue card demographic update/registration process. To register, you MUST be signed up for Bay District Parent Portal and have a valid password.

School Visitation Policy

We welcome parents and visitors on our campus! In order to promote campus safety, we require all visitors and parents to report to the front office and receive a visitor's badge prior to reporting to any location on campus. Parents and visitors may be screened upon presenting any of the following forms of identification at the front office:

- 1. A state-issued driver's license or identification card (all 50 states)**
- 2. A United States Military identification card**
- 3. A consular identification card issued by the government of Mexico**
- 4. A United States Permanent Resident Card**

Any other form of identification including passports must be screened by the District's Safety and Security office. An appointment should be made with Mike Jones' office by calling **767-4127** to expedite this procedure. The school will be notified by the Department once an individual has been cleared to visit campus.

School Counseling

There are a variety of school counseling services available at Breakfast Point Academy. These services deal with school, social and personal issues. Parent Teacher conferences are arranged through the school counseling office. Conferences may be scheduled by calling the guidance office at 767-1204. Student may schedule an appointment to meet with their school counselor through the Guidance Office. There is an open door policy for students to talk with their school counselor at any time during the day.

School Volunteers

Volunteering contributes to the quality education of our students and is also a rewarding experience for volunteers. Volunteers are an important part of our school. Volunteer jobs run from short-term projects such as helping on a field trip to longer-term commitments such as reading or spelling tutors. There are even volunteer jobs that can be done at home. **If you would like to volunteer at our school, please complete and submit a volunteer application for a background check to the front office. A new application must be completed each school year.**

P.T.O.

The Parent Teacher Organization plays an important role in the life of Breakfast Point Academy. Our annual fund raising projects bring together parents, students, teachers, and community supporters for a time of fun, good eating and fellowship. The money that is raised by the PTO goes to worthwhile school projects such as purchasing classroom computers and other materials for enhancing the students' learning environment.

Money Policies

We do accept checks. But if there is an NSF- fees will be charged by Safe Check. Cash is accepted, and field trips can be paid for online. More information will be provided as trips arise. Please note that there will be a small fee associated with payment for field trips.

Bus Stops

The Bay District School Board provides buses and drivers for the transportation of students. Bus stops are set by the School Board and not by the bus drivers. Please discuss the following with your child: (1) arrive at the bus stop five minutes before bus time, (2) stand off the side of the roadway while awaiting the bus, and (3) obey the driver at all times. If you have questions or concerns regarding the transportation of your child, please feel free to call the school at 767-1190, or transportation at 767-4494.

Crosswalk Between BPA & Arnold High School

The crosswalk is not open to the general public. This crosswalk is only to be utilized before and after school by teachers and students of staff at BPA and Arnold High School. **No exceptions!**

Car Riders

Students who ride with their parents are expected to report to school no earlier than 7:15 each morning and go to the lunchroom for breakfast or to their designated area before going to classrooms. Students are expected to leave campus when they are dismissed. **No supervision is provided before 7:15 a.m. or after school. Students may be dropped off and picked up only at the assigned area next to the Administration building.**

Car and Bus Transportation Changes

If there is a need to change your child's normal PM transportation, please send a note and/or email the teacher to relay the message. If you must call in a last minute change, please call the office prior to 1:00 pm so we will have time to get the message to your child.

Bus Discipline Guidelines – Per District Matrix

Bus Rules

1. Follow directions at all times
2. Sit in your seat with both feet on the floor
3. Keep hands, feet and objects to yourself
4. Speak in a quiet, respectful voice
5. No swearing, pushing, eating, teasing or fighting on the bus

Bus Discipline

Level One Offenses: 1 day bus suspension

Level Two Offenses:

First Offense- 3 day bus suspension

Second Offense- 5 day bus suspension

Third Offense- 10 day bus suspension

Fourth Offense- Bus suspension for remainder of the year

Level Three Offenses: Automatic bus suspension for remainder of year

Student Discipline

Breakfast Point Academy is Positive Behavior Support (PBS) school which gives stakeholders a new way to think about behavior. PBS is based on understanding why problem behaviors occur - the behavior's function. PBS is the application of evidence-based strategies and systems to assist schools to increase academic performance, increase safety, decrease problem behavior, and establish positive school cultures.

PBS provides a positive and effective alternative to the traditional methods of discipline. PBS methods are research-based and proven to significantly reduce the occurrence of problem behaviors in the school, resulting in a more positive school climate and increased academic performance. PBS is consistent with the Individuals with Disabilities Education Act, which advocates the use of positive behavior interventions and school-based disciplinary strategies that reduce or eliminate the need to use suspension and expulsion as disciplinary options. It is the policy of the School Board that there shall be zero tolerance of misbehavior of all kinds. Schools and teachers may develop individual rules and disciplinary practices which supplement the School Board rules but do not conflict with those rules. Discipline should be applied after consideration of the eventual effect on the behavior of the student and should promote improved conduct. Students shall be subject to the provisions of this policy while attending school or on school premises, at any school function, or on any school sponsored transportation. Parents, legal guardians or adult students will be financially responsible for any damage to school property. A student's academic grade shall not be reduced as a disciplinary measure.

It is policy of the School Board that there shall be no tolerance of misbehavior. Schools and teachers may develop individual rules and disciplinary practices which supplement the School Board rules but do not conflict with those rules. Discipline should be applied after consideration of the eventual effect on the behavior of the student and should promote improved conduct. Students shall be subject to the provisions of this policy while attending school or on school premises, at any school function, or on any school sponsored transportation, or under the supervision of School Board personnel, whether on or off campus. Students may be subject to discipline even if conduct occurs on property not owned or controlled by the School Board, or conduct that, regardless of where it occurs, is directed at a Board official or employee, or the property of such official or employee. Parents, legal guardian or adult student will be financially responsible for any damage to school property. A Student's academic grade shall not be reduced as a disciplinary measure.

All items in Code of Student Conduct and Discipline are enforced at Breakfast Point Academy.

- Student visitors from other schools will not be permitted to visit classrooms. No students from other schools are permitted on campus at any time during school hours.
- No smoking, possession of tobacco, tobacco products or smoking paraphernalia on school grounds. Parents will be notified upon this infraction and severe discipline will result.
- Any student possessing, transferring, selling, or under the influence of any drugs or alcohol, except under the direction of a licensed physician, may be suspended for a period of 10 days, subject to expulsion, and may be reported to local law enforcement agencies.
- Students who destroy or deface property will be expected to pay all damages.
- No form of gambling is permitted at BPA. This will result in disciplinary action.
- Students will not have in their possession any item that could be used in any way as a weapon or could result in accidental injury to any person. Those items may include but are not limited to: knives, guns, sticks, rocks, or other items that in the principal's judgment could be used as a weapon or be disruptive. Items will be taken from the student and turned over to the administration. These items will not be returned. This might result in suspension.
- Expensive jewelry, large amounts of money, and other personal items should not be brought to school. The school will not be responsible for any such items.
- Skateboards and Heelys are not allowed at school.
- Gum chewing is not permitted anywhere at BPA.
- Students will not bring iPods, CD/tape players, radios, electronic games, beepers, cameras and other kinds of electronic equipment to school. Any such items appearing at school will be confiscated and turned over to the administration. These items may be claimed in the Main Office by the parent.
- Once a student has been on campus, he/she is required by law to remain until he/she is checked out or dismissed.
- Students should have written permission to be out of class. Students without a pass will be considered skipping.
- Students are not to sell any type of items (candies, cookies, school candies, etc.) on the school campus.
- Public display of affection is prohibited on any Bay County school campus.

Expectations of Bay District School Board in regard to Bullying (Policy 7.207)

The School Board expects students and employees to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment. **Bullying** means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive

educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation; and may involve but is not limited to:

1. Teasing
2. Social Exclusion
3. Threat/Intimidation
4. Stalking
5. Physical violence
6. Theft
7. Sexual, religious, or racial harassment
8. Public humiliation
9. Destruction of property
10. Cyber

1. The School Board prohibits the bullying of any student or school employee:
 - a. during any educational program or activity conduct by the District;
 - b. during any school-related or school-sponsored program or activity or on a District school bus;
 - c. through the use of any electronic device or data while on school grounds or on a computer system, or computer network of the District. The physical location or time of access of a computer-related incident cannot be raised as a defense in any disciplinary action initiated under this section;
 - d. through threats using the above to be carried out on school grounds. This includes threats made outside of school hours, which are intended to be carried out during any school-related or school-sponsored program or activity, or on a District school bus; or
 - e. while the District does not assume liability for incidences that occur at a bus stop or en route to and from school, a student or witness may file a complaint following the same procedures for bullying against a student and the school will investigate and/or provide assistance and intervention as the principal/designee deems appropriate, which may include the use of the School Resource Officer.
2. All administrators, faculty, and staff, in collaboration with parents, students, and community members, will incorporate systemic methods for student and staff recognition through positive reinforcement for good conduct, self-discipline, good citizenship, and academic success, as seen in the required school plan to address positive school culture and behavior,
3. Student rights shall be explained as outlined in this policy and in the Student Code of Conduct.
4. Proper prevention and intervention steps shall be taken based on the level of severity of infraction as outlined in this policy and in the Student Code of Conduct. The full policy is available at www.bay.k12.fl.us or your child's school.

Student Participation in the Pledge of Allegiance

Florida HB 7029, signed into Law by Governor Rick Scott on April 14, 2016, amended Florida Statute 1003.44 by spelling out requirements. In accordance with the law, upon written request from the student's parent/guardian, Bay District students may be excused from participation in the Pledge of Allegiance.

Updated provisions, effective July 1, 2016, from the FL Statute 1003.44 include:

- When the national anthem is played, students and all civilians shall stand at attention, men removing head coverings except those worn for religious purposes.
- The Pledge of Allegiance is defined:
"I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."
- The Pledge of Allegiance shall be rendered by students standing with the right hand over the heart.
- The Pledge of Allegiance shall be recited at the beginning of the day in each public elementary, middle, and high school in the state.
- Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart.
- When the pledge is given, non-exempt students must show full respect to the flag by standing at attention, men removing any headdress, except when such headdress is worn for religious purposes.

If you would like your student to be exempt, please contact your child's school directly. The school will advise you how to proceed with your written request.

Religious Expression

Religious Expression Bill (SB 436) - Students in Florida's public schools cannot be punished for including religious materials in their coursework, and that they may pray at school during non-course time. It further states that school employees also may participate voluntarily in religious activities that are initiated by students before or after the school day.

Request to transfer

If an academic need arises and a parent desires to request a transfer for his/her child from one teacher to another, the following process will be used:

1. Parent initiates the request for a teacher transfer using the FOCUS form online.
2. The principal schedules a parent-teacher conference (required attendance by the parent and teacher and facilitated by the principal) to discuss the parent's concerns.
3. The principal renders a decision on the transfer request within two weeks of the form being received.

Request to transfer from an out-of-field teacher

If a parent desires to request a transfer for his/her child from one teacher to another for out-of-field reasons, the following process will be used:

1. Parent initiates the request for a teacher transfer using the FOCUS form online.
2. The principal schedules a parent-teacher conference (required attendance by the parent and teacher and facilitated by the principal) to discuss the parent's concerns.

The principal renders a decision on the transfer request within two weeks of the form being received.

The Bay County School Board policies are subject to change at the discretion of the School Board. The complete School Board policies are available at each school, at the District's web site www.bay.k12.fl.us, and at the Superintendent's office at 1311 Balboa Avenue.