

RUTHERFORD



RAMS



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iQ Drive
World School
100.01-1100

STRENGTH IN KNOWLEDGE

PRINCIPAL'S MESSAGE

Welcome to Rutherford High School. I am excited to be your principal. Your teachers and I are expecting great things from each of you. I encourage you to make this a productive and enjoyable school year. I look forward to seeing you strive for academic excellence in your classes. I cannot wait to see you display your school spirit at pep rallies. I am excited to see you all dressed up at homecoming and prom. Lastly, I want to see each of you have a successful school year. L. Coy Pilson

ALMA MATER

Rutherford, our Alma Mater,
Keep thy spirit bright.
And may our knowledge be our armor
As we praise thee high.
For thee we will honor
In years as we stand by,
And strive for thee our Alma Mater
New heights to attain.
So sing we all our Alma Mater.
Rutherford, we hail!

ADMINISTRATORS

L. Coy Pilson	Principal
Doug Lee	Assistant Principal
Andrea Banks	Assistant Principal
Ronada Rushing	Assistant Administrator
Ray Stanquist	Assistant Administrator
Mark Cutler	School Resource Deputy

SCHOOL ADVISORY COUNCIL

All school employees, parents and students are invited to join the Advisory Council when it meets on a selected Thursday each quarter at 6:00 p.m. in the Media Center.

1000 SCHOOL AVENUE, PANAMA CITY, FLORIDA 32401

PHONE: (850) 767-4500

All policies within are subject to board approval and/or change.

MISSION AND BELIEF STATEMENTS

The mission of Rutherford High School is to provide a diverse student body with the knowledge and skills necessary to succeed in an increasingly complex and technological society. To this end, the administration, faculty and staff, in cooperation with the parents and community, will provide a rigorous and relevant curriculum, challenging students to become productive, responsible, accountable members of society, in pursuit of excellence and integrity.

We at Rutherford believe in:

R elevance

Offering a challenging, relevant curriculum that involves all students, will prepare them to succeed in a global, multi-cultural society. Maintaining partnerships with parents, community agencies, and local businesses will enhance the total educational experience. Teachers, administrators, parents, students, and the community share the responsibility for advancing the school's mission.

A chievement

All students can learn, achieve, and succeed. Students benefit from a staff committed to professional growth, educational innovation, and technological advancement.

M aturity

All stakeholders are responsible for nurturing an environment of mutual trust and respect.

S afety

Students, teachers and staff are entitled to a safe, clean environment conducive to teaching and learning.

PART ONE: GRADUATION POLICIES

Students must successfully complete one of the following diploma options:

- 24-credit standard diploma
- 18-credit Academically Challenging Curriculum to Enhance Learning (ACCEL) option
- International Baccalaureate (IB) Diploma curriculum

State Assessment Requirements for Students

Students must pass the following statewide assessments:

- Grade 10 ELA (or ACT/SAT concordant score)
- Algebra I end-of-course (EOC) and the results constitute thirty percent of the final course grade* or a comparative score on the Postsecondary Education Readiness Test (P.E.R.T.)

Students must participate in the EOC assessments, and the results constitute 30 percent of the final course grade *. These assessments are in the following subjects:

- Biology I
- U.S. History
- Geometry

*Special Note: Thirty percent not applicable if not enrolled in the course but passed the EOC.

Credit Acceleration Program (CAP)

This program allows a student to earn high school credit if the student passes an advanced placement (AP) examination, a College Level Examination Program (CLEP) or a statewide course assessment without enrollment in the course. The courses include the following subjects:

- Biology I
- Algebra I
- Geometry
- U.S. History

GRADUATION REQUIREMENTS

Requirements for 24-Credit Standard Diploma

- 4 Credits English Language Arts (ELA)
 - ELA I, II, III, IV
 - ELA honors, AP, IB and dual enrollment courses may satisfy the requirement.
- 4 Credits Mathematics

- One of which must be Algebra I and one of which must be Geometry.
 - Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra I and Geometry).
- 3 Credits Science
- One of which must be Biology I, two of which must be equally rigorous science courses.
 - Two of the three required credits must have a laboratory component.
 - An industry certification that leads to college credit substitutes for up to one science credit (except for Biology I).
 - An identified rigorous computer science course with a related industry certification substitutes for up to one science credit (except for Biology I).
- 3 Credits Social Studies
- 1 credit in World History
 - 1 credit in U.S. History
 - .5 credit in U.S. Government
 - .5 credit in Economics with Financial Literacy
- 1 Credit Fine and Performing Arts, Speech and Debate, or Practical Arts†
- 1 Credit Physical Education†
- To include the integration of health
- †Special Note: Eligible courses and eligible course substitutions are specified in the Florida Course Code Directory at <http://www.fldoe.org/policy/articulation/ccd>.
- 8 Elective Credits
- 1 Online Course
- Students must earn a 2.0 grade point average on a 4.0 scale.

Requirements for Scholar Diploma Designation for All Students*

In addition to meeting the 24-credit standard high school diploma requirements, a student must:

- Earn 1 credit in Algebra II;
- Pass the Geometry EOC;
- Earn 1 credit in Statistics or an equally rigorous mathematics course;
- Pass the Biology I EOC;
- Earn 1 credit in Chemistry or Physics;

- Earn 1 credit in a course equally rigorous to Chemistry or Physics;
- Pass the U.S. History EOC;
- Earn 2 credits in the same World Language; and
- Earn at least 1 credit in AP, IB, or a dual-enrollment course.

A student is exempt from the Biology I or U.S. History assessment if the student is enrolled in an AP, IB, or Biology I or U.S. History course and the student

- Takes the respective AP or IB assessment; and
- Earns the minimum score to earn college credit.

Requirements for Merit Diploma Designation for All Students

- Meet the standard high school diploma requirements
- Attain one or more industry certifications from the list Established (per section 1003.492, Statutes [F.S.]).

Requirements for 18-credit Academically Challenging Curriculum to Enhance Learning (ACCEL)

- 4 Credits English Language Arts (ELA)
 - ELA I, II, III, IV
 - ELA honors, AP, IB and dual enrollment courses may satisfy the requirement.
- 4 Credits Mathematics
 - One of which must be Algebra I and one of which must be Geometry.
 - Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra I and Geometry).
- 3 Credits Science
 - One of which must be Biology I, two of which must be equally rigorous science courses.
 - Two of the three required credits must have a laboratory component.
 - An industry certification that leads to college credit substitutes for up to one science credit (except for Biology I).
 - An identified rigorous computer science course with a related industry certification substitutes for up to one science credit (except for Biology I).
- 3 Credits Social Studies
 - 1 credit in World History

- 1 credit in U.S. History
 - .5 credit in U.S. Government
 - .5 credit in Economics with Financial Literacy
- 1 Credit Fine and Performing Arts, Speech and Debate, or Practical Arts†

†Special Note: Eligible courses and eligible course substitutions are specified in the Florida Course Code Directory at

<http://www.fldoe.org/policy/articulation/ccd>.

- 3 Elective Credits

Students must earn a 2.0 grade point average on a 4.0 scale.

Florida Bright Futures Scholarships

The Florida Bright Futures Scholarship Program rewards students for their academic achievements during high school by providing funding to attend a postsecondary institution in Florida. For more information:

<http://www.floridastudentfinancialaid.org/SSFAD/bf/>.

GRADING SYSTEM

**A–100-90 (4 pts.) B–89-80 (3 pts.) C–79-70 (2 pts.) D–69-60 (1 pt.)
F–59-0 (0 pts.)**

A semester grade is calculated by adding the two 9-weeks grades three times and the semester exam grade and dividing by seven. Honors Advanced and/or Level Three and Dual-Enrollment Courses will carry an extra .5 quality point (4.5 scale). Advanced Placement and IB courses will carry one extra quality point (5.0).

GRADES

1. Assessment and reporting of students' classroom performance is assigned to the classroom teacher. Grades will be based on factors including, but not limited to:
 - a. Participation in classroom discussions and oral performance
 - b. Quality of written work handed in, such as essays, answers to questions, and reports
 - c. Quality of projects completed, such as scientific exhibits, and creative work
 - d. Physical performance and skills exhibited, such as laboratory and P.E.
 - e. Performance on tests and examinations

- f. Group rehearsals and performances during or after school, in band, chorus, and drama.

2. Student grades will be recorded in FOCUS in a timely manner.

Senior class GPA academic achievements will be calculated at the end of the first semester and recognized as follows:

**Valedictorian
Salutatorian**

***4.0 and higher (weighted GPA) – with Distinction**

***3.75 – 3.99 (weighted GPA) – with Excellence**

***3.5 – 3.74 (weighted GPA) – with Honors**

Students who graduate with Distinction will select at least one speaker from within the Distinction graduates for participation in the graduation ceremony.

***In computing a student’s rank, only grades in courses taken in grades 9-12 will be used.**

PROMOTION REQUIREMENTS

Sophomore: 5 credits; **Junior:** 11 credits; **Senior:** 17 credits

Parents will be notified of any changes in promotion policy.

GUIDANCE ASSIGNMENTS

MARSHA HALL

MARGOT GALL

CATHERINE RUTLAND

11th & 12th Grade

9th & 10th Grade

IB Students

BELL SCHEDULES

<u>REGULAR BELL SCHEDULE</u>		<u>15-MIN. HOMEROOM BELL SCHEDULE</u>	
<u>47 Min. Classes</u>			
1st Period	8:15-9:04	1st Period	8:15-9:02
2nd Period	9:08-9:55	Homeroom	9:06-9:21
3rd Period	9:59-10:46	2nd Period	9:25-10:10
4th Period	10:50-11:37	3rd Period	10:14-10:59
Lunch	11:37-12:25	4th Period	11:03-11:48
5th Period	12:29-1:16	Lunch	11:48-12:31
6th Period	1:20-2:07	5th Period	12:35-1:20
7th Period	2:11-3:00	6th Period	1:24-2:09
		7th Period	2:13-3:00

<u>ACTIVITY BELL SCHEDULE</u>		<u>1st DAY OF SEMESTER SCHEDULE</u>	
<u>42 Min. Classes</u>			
1st Period	8:15-8:57	Homeroom	8:15-8:30
2nd Period	9:01-9:43	1st Period	8:34-9:21
3rd Period	9:47-10:29	2nd Period	9:25-10:10
4th Period	10:32-11:14	3rd Period	10:14-10:59
Lunch	11:14-12:07	4th Period	11:03-11:48
5th Period	12:11-12:53	Lunch	11:48-12:31
6th Period	12:57-1:39	5th Period	12:35-1:20
7th Period	1:43-2:25	6th Period	1:24-2:09
Activity	2:25-3:00	7th Period	2:13-3:00

PART TWO: ATTENDANCE POLICIES

- A. TARDINESS:** Each student is responsible for regular and punctual class attendance. Students must be inside the classroom by the end of the ringing of the tardy bell in order to be on time. The teacher will determine if the tardy is excused or unexcused. Students who are less than 5 minutes late for class shall be given a tardy and those who are more than 5 minutes late, or who leave more than 15 minutes before the class is over will be a late absence.
- B. ABSENCES:** To have an Excused Absence the student must have the verified permission of his or her parents or guardians and the approval of the principal or assistant principal. **By the next school day after the absence,** the parent or guardian must notify the school of the reason for each absence that has not been pre-approved. The school principal or his designee shall contact the parent or guardian to determine the reason for each unexcused absence. Parents or guardians shall be required to justify the student's absence, based on the policy below. The final decision will rest with the school principal. Failure to successfully notify parent will not negate the policy.
- C. EXCUSED ABSENCES:** Documentation shall be filed with the attendance office within three days of the absence. Excused absences may be given for the following reasons:
1. A death in the family or other bona fide family emergency

2. Illness of student (A written statement from a physician may be required after five days.)
3. Appointments for medical or dental care (physician's statement required)
4. Visits to licensed therapist
5. Appointments for legal reasons
6. Pre-approved family leave

D. FAMILY LEAVE: Requests for family leave **must be in writing** and approved **before** the student is 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 days** per school year and may not be during semester exam days.

E. SCHOOL LEAVE: School leave **may be granted** for:

1. School-sanctioned activities;
2. Approved educational trips;
3. Curriculum-related field trips with teacher chaperone and principal's approval; and
4. Functions at which the student represents the school.

F. ADMINISTRATIVE LEAVE: Students shall be granted Administrative Leave for occasions which the principal feels are appropriate.

G. RELIGIOUS LEAVE: Students shall be excused from any examination, study or work assignment for observation of a religious holiday, religious instruction, or because his or her religion forbids secular activity at such time. Major religious holidays include, but are not limited to Rosh Hashanah, Christmas, Epiphany, Yom Kippur, Sukkot, Ash Wednesday, Palm Sunday, Sh'mini Atzeret, Simchat Torah, Good Friday, Easter, Passover, Shavuot, Vietnamese New Year, Kwanzaa, and Ramadan.

1. A student with written request of his parents or who is 18 years old may be excused from school for no more than one hour daily for religious instruction. Student transportation will be provided by the parent or guardian. The written request must include

assumption of responsibility for the student and identification of the person or institution to which the student is released.

2. Students may be released to participate in a religious observance.
3. No adverse or prejudicial effect shall result to any student who uses this type of leave. The student must make up all work missed.

H. UNEXCUSED ABSENCES: Unexcused absences are those that are not justified according to the rules of this policy. In addition, truancy, and/or skipping are considered Unexcused Absences. **Skipping class is defined as one or more of the following:**

1. **Failure to check out prior to leaving school before the end of the school day;**
2. **Absence from class without parent knowledge and permission;**
3. **Absent from class without teacher knowledge and/or permission.**

I. UNEXCUSED DISCIPLINARY ABSENCES: These unexcused absences are a result of acts such as failure to observe dress code, administrative discipline, expulsions, etc.

J. MAKE-UP WORK FOR EXCUSED ABSENCES: 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 school days. The teacher or principal may grant additional time for making up work if warranted by the individual situation. All assignments, including tests and exams, announced in advance of the student's absence must be made up on the day the student returns to school. Teachers **may** require a student on school or administrative leave to complete work assigned in advance of the leave.

K. MAKE-UP WORK FOR UNEXCUSED ABSENCES: Students are responsible for making up all work missed, including tests and exams, during an unexcused absence. If the absence is due to a suspension of one to three days, the student must contact the teacher when he returns to class to make arrangements for making up all work missed within 5 school days. Parents or guardians of students suspended for **more** than three days are responsible for contacting the school by the end of the third day of suspension and obtaining the missed work assignments. All work must be completed and returned to the

classroom teacher upon the student's return to school.

- L. ATTENDANCE INCENTIVE:** Students on a seven period day in grades 9-12 with perfect attendance, including the day of the exam in an **18-week grading period**, and an average of 85% or above; **or** students with no unexcused absences and no more than six excused absences, including the day of the exam in an **18-week period**, and an average of 90% or above; may choose to drop the semester exam or a test or project grade, from the current grading period which does not count for more than 1/7 of the student's grade in the class. However, the student may not choose to drop the final exam grade unless the student's numerical score on the final exam is within 20 points, on a scale of 1-100, of the student's numerical grade for the course prior to the exam, unless the student has maintained an A or B average for both grading periods. These students must sit for the semester exam, but may choose to drop their exam grade regardless of the 20 point rule described above. A student may only drop a test which the student has taken or a project which the student has turned in for grading. This provision does not permit students to exempt the taking of tests or participating in projects. School Leave and Religious Leave do not count as absences for the purpose of this incentive.
1. Any student who is placed in in-school or out-of-school suspension during the **9-week period** shall not be eligible under this policy to drop any test or project grade.
 2. Any student who has 6 unexcused tardies in a class during the **18-week period** shall not be eligible under this policy to drop any test or project grade.
 3. Any student who transfers into a district school or a student who transfers from one school to another in Bay County shall not be eligible to drop any test or project for the **9-week period** of his or her transfer.

- M. MINIMUM ATTENDANCE:** A student may be in jeopardy of being retained if he/she fails to attend school for at least 160 days in a school year.

If a student has had at least 5 unexcused absences, or absences for which the reasons are unknown, within a calendar month, or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-day calendar period, the principal shall, unless

there is clear evidence that the absences are not a pattern of nonattendance, refer the case to the school's child study team to determine if early patterns of truancy are developing. If the child study team, after examining the student's attendance records and seeking input from the parent and the student's teachers, finds that a pattern of nonattendance has developed they will notify the principal who will then notify the student, parent, and athletic director that the student will be suspended from all extracurricular activities until the end of the current grading period or until the student fulfills the terms of an attendance agreement (FHSA Policy 9.2.1.1 requires regular school attendance). A meeting with the child study team and the parent must be scheduled to determine possible remedies.

CLASS CHANGES

1. Student-requested schedule changes will not be made after the second week of the semester.
2. Transfers within the same subject from higher to lower level or from lower to higher will keep all grades, with the understanding that all of the work missed must be made up.
3. Transfers from one subject to another will transfer no grades but all work missed must be made up within eight days of the transfer, or zeroes will be recorded for missed assignments.

TRUANCY

A habitual truant is a student who is frequently absent from school without the knowledge or justifiable consent of his or her parent or legal guardian and is not exempt from compulsory school attendance. All children between the ages of six and sixteen are required to attend school regularly during the entire school term.

Three or more unexcused absences will be investigated by the Office of Student Services. Chronic tardies or absences will be investigated by school representatives.

Parents are required to have a current daily contact telephone number on file at RHS. Please contact the Guidance Department for information.

Students with 15 cumulative unexcused absences will be reported to

the Division of Motor Vehicles to have driver's licenses suspended.

PASSES

Any student out of any assigned class must have a valid hall pass or be considered skipping. Security checks will be conducted periodically and students found outside the classrooms without passes will be considered skipping.

ATTENDING ACTIVITIES

To participate in a school activity, an athlete, cheerleader, Ramette, actor or actress, musician, etc., must be in school at least two hundred minutes on the day of the activity or the preceding day if the activity is on a non-school day.

VISITORS POLICY

1. Visitors to Rutherford's campus must secure a visitor's pass from an Administrator for all types of visitation. Students from other schools and non-parents or guardians are not permitted to visit campus or classrooms during the school day. Former students may visit faculty or staff on a given day during that person's planning or lunch period.
2. All students leaving campus must have a school administrator's approval.
3. Each high school principal determines who will be permitted to leave for lunch.
4. Parents may visit their child's classes if they have contacted the Assistant Principal in Guidance and a 24-hour advance notice of the visit has been given to teachers.

SIGNING OUT OF SCHOOL

No student is authorized to leave school without signing out in the office. State law permits release of students only to the parents, legal guardian or other person listed by them on the school's record of personal information about student. Parents may be asked to physically sign a student out. Parents must produce picture ID to prove parenthood or guardianship.

LEAVING EARLY

The BCSB Code of Conduct and RHS policy require all students leaving campus to have a school administrator's approval. Approval is given for a student with a legitimate RHS ID card and:

1. Participation in a program such as Haney, Com-Tech, Cooperative Education, or JROTC.
2. Lunch, if the student has enough credits to be a junior or senior.
3. Special occasions which will require written administrative permission.

WITHDRAWALS

A student who is moving to another school must have their parent or guardian come to the Guidance Office to provide written verification of the move. The verification, signed by the parent or guardian, should be presented to the registrar the morning of the student's last day at Rutherford. The registrar will complete the necessary transfer papers.

The student will take the papers to each of his or her teachers, the librarian, and the bookkeeper for their signatures. Upon withdrawal from RHS, students must turn in ID Badges.

PART THREE: DISCIPLINE POLICIES

State Law and Bay County School Board Policies are the final authority for all RHS discipline codes. This book addresses some of the most used codes.

TARDY POLICY

On time = students who are inside the classroom by the end of the ringing of the tardy bell.

Tardy (T) = students who are not on time to class by less than five minutes.

Late absence (L) = students who are not on time by five minutes or more or who leave more than fifteen minutes before the end of the class.

Violation #1—Teacher will document in grade book.

Violation #2—Teacher will document in grade book & give warning.

Violation #3—Teacher will document in grade book & write up referral in FOCUS.

Violation #4—Teacher will document in grade book and refer the student to administration for in-school suspension (ISS)

Violation #5—Teacher will refer to administration for out-of-school suspension (OSS)

Five unexcused tardies and/or five late absences or a combination of both in one class will result in an unexcused absence.

Security checks will be conducted periodically and students found outside the classrooms without passes will be considered skipping.

Records of tardies for disciplinary action start over each nine weeks.

STUDENT DISCIPLINE

1. **INFORMAL DISCIPLINARY OFFENSES** are those acts of misconduct which interfere with orderly classroom procedures, school functions, extracurricular programs, or approved transportation, but do not seriously endanger the health and safety of others or a student's own learning process. Following is a non-inclusive list of such offenses:

Absences

Disrespect for school staff

Distribution of unauthorized materials

Excessive talking

Failure to follow instruction or direction of administrator /teacher/staff

Libelous statements

Loss or damage of materials belonging to the school

Minor disruption of class or school activities

Possession or use of skateboards

Skipping class or off campus without permission

Tardiness

Teasing and horseplay

Unauthorized assembly

Unauthorized use of school property

Violations of School Board policy regarding computer and Internet usage

INFORMAL DISCIPLINARY MEASURES: These behaviors may result in ANY of the following as deemed appropriate by an administrator or teacher:

Verbal Correction

Detention

Counseling

In-School Suspension

Parental Contact

Administrative Probation

Juniors and Seniors who violate school rules are subject to losing off-campus lunch privileges.

2. FORMAL DISCIPLINARY OFFENSES: More serious acts of misconduct including repeated acts of misconduct, serious disruptions of the orderly conduct of the school, or threats to the health, safety, and property of self or others. A non-inclusive list of examples includes:

Aiding and abetting another in committing an act which would be a violation of board policy

Any posting through the connection or use of wireless devices or internet including, but not limited to, blogs, social networks, emails, or texts that causes a foreseeable risk of substantial disruption to the work or discipline at a district facility

Assault (threat of physical harm)

Attempting to or gaining unauthorized access to school's or the district's computers or network

Battery

*Breaking and Entering

*Bullying, Harassment, or Cyberstalking as defined herein

Bus Conduct Violation

Cheating or plagiarism, including unauthorized grade changes

*Commission of any felony

Class Disturbance or Disruptive Behavior

Damage to personal property of students or staff members

Excessive Tardies

*Extortion

Failure to report to or refusal to accept detention or work detail

*Falsely activating a fire alarm

Fighting (Mutual Altercation)

*Fighting resulting in bodily harm

Forgery

Harassment and/or physical or verbal abuse or bullying of students

*Indecent Exposure

Insubordination or defiance

Intentional false accusations that jeopardize the professional reputation, employment or certification of a teacher or other member of the school staff

Intimidation

- *Larceny or theft of personal or school property
- *Lewd or lascivious behavior
- Lying to school officials
- Motor vehicle infraction
- Obstruction of an investigation by school officials or other authorities
- *Participation in or leading a riot or disturbance
- *Participation in secret societies, including gangs
- Possession, use or sale of matches or cigarette lighters on campus
- Possession, sale, use or being under the influence of any controlled substance under Chapter 893. Fla. Stat., any counterfeit controlled substances as defined in 831.31 Fla. Stat., model glue or other inhalant, or any over-the-counter or prescription drug, medication, supplement or alcohol or commercial non-alcoholic beverage as advertised by the beer and liquor industries, or the possession, use or sale of any paraphernalia designed for use of such substances
- Possession, use or sale of dangerous articles or chemical propellant sprays
- Possession, use or sale of fireworks or other destructive devices
- *Possession of knives of any type razor blades, box cutters, or similar devices
- Possession, sale or distribution of pornographic material
- Possession, use or sale of tobacco products of any kind (both smoking and non-smoking) or electronic-cigarettes
- Public display of affection
- *Robbery
- Rude or obscene behavior and/or language (profanity)
- *Sexual Offenses
- *Sexual Harassment
- Trespassing
- Unauthorized alteration or changing, or aiding and abetting or participating in the alteration or changing of a student's grades or attendance records
- Unauthorized possession of radios, tape decks, or any other audio equipment
- Unauthorized use of a free/or reduced lunch number
- Unauthorized entrance on grounds of another school or campus
- Use of wireless communications devices in violation of School Board Policy 7.311
- *Vandalism or defacement of school property
- Violation of vehicle use or parking regulations

Violation of requirements of detention or work detail
Violation of a Behavior Contract in Lieu of Expulsion
Violation of a Re-Entry Behavior Contract

*The behaviors starred are determined to be acts which are serious threats to school safety.

These behaviors may result in any of the disciplines listed under Informal Discipline Measures above, Out-of-School Suspension, or Expulsion.

PRANKS/VANDALISM

(BDS Policy 6.504, 7.203)

Rutherford students are expected to take pride in their school building and to make every attempt to keep it in good condition. It is the policy of the school board that there shall be no tolerance of this misbehavior. Students who participate in this misbehavior may also be subject to losing the privilege of participating in class/school sponsored activities including graduation ceremonies.

Students who participate in misbehavior that results in threats to the health, safety and property of self or others will be subject to disciplinary actions. Students who vandalize or deface school property will be subject to disciplinary actions and will be responsible for its repair and/or replacement.

The School Board is authorized under Section 741.24, Florida Statutes, to collect for damages from parents of children under eighteen years of age who maliciously or willfully damage or destroy school property. A student who willfully damages or destroys school property shall be held accountable. Such accountability will include appropriate disciplinary action in accordance with the Student Code of Conduct; personal and parental liability and responsibility for actual damages; and where appropriate, referral to the criminal justice system.

MUTUAL ALTERCATIONS

Mutual altercations are subject to severe penalties including arrest and multiple-day suspensions. Students are expected to “walk away” from conflicts and settle differences through peer mediation.

TOBACCO POLICIES

1. Students are subject to three days of In-School Suspension for possession or use of tobacco on the first and second offenses. The

third offense and each subsequent offense will draw three days of Out-of-School Suspension.

2. Possession of tobacco is a misdemeanor offense for a minor. No students will be allowed to have or use tobacco products or any type of smoking paraphernalia either on or off campus during the school day.

Violators are subject to losing off-campus lunch privileges.

RELIGIOUS EXPRESSION BILL

(State Bill 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.

FOLLOWING DIRECTIVES

All students are expected to follow the directive of any principal, faculty or staff member. Failure to do so will result in disciplinary action. Principals are to request that the SRO or an appropriate member of the police department remove from the school grounds any student who refuses to obey the directive of the principal at any time that the student is under control of the school.

OFF LIMITS AREAS

Several areas of the RHS campus will be off limits or have limited access before, after and during the school day.

1. Parking lots: Students driving to school will be allowed to park in their assigned lot only. They will not be allowed to loiter in or around their vehicles or other vehicles. The parking lot is off limits to all students after cars are parked in the morning, during classes, and between classes. Students with valid ID's may go to their vehicles at lunch time or times predetermined for departure by their specific program. Once a student goes to his car during lunch, it is expected that he is leaving school for lunch or the day. Vehicles are not to be used as lockers. Students checking out of Rutherford and leaving in their vehicles must have approval by the attendance office prior to departure. Valuables should not be left in cars to tempt thieves.
2. All physical areas east of RAM Road, the baseball field fence, football field fence, tennis courts and music building are off limits between

classes and during lunch.

3. The gymnasium, physical education, band and choir areas are off-limits at all times except when a student is attending class there. Also off-limits for students during their lunch periods are any classroom areas where classes are being held.
4. All construction areas are off limits.

SCHOOL VISITING

Bay County students are prohibited from entering the grounds of another school center without specific permission of the principal of the school in which he/she is enrolled. Violation of this policy may result in 3-10 days of suspension and could result in expulsion. Going to another school to catch a bus requires a written pass from a Rutherford administrator.

INSTRUCTIONAL MATERIALS

Students are responsible for 100% of the replacement cost of lost, stolen or damaged instructional materials, regardless of years of use. The principal may opt to require student community service.

OFF-CAMPUS BEHAVIOR

All school rules, including the dress code, are in effect at school events, including off-campus events. Student conduct reflects upon our school and RAMPRIDE. Attendance at special events requires proper behavior by spectators and participants alike.

LEAVING CAMPUS

Once arriving on campus, students may leave only if they are:

1. Properly checked out;
2. Juniors or Seniors with school ID's at lunch;
3. In a special program,
4. At the end of the school day. Juniors and Seniors who violate school policies may lose off-campus lunch privileges.

DRESS CODE

Appropriate dress is the primary responsibility of the student and his/her parent or guardian. In order to promote safety, personal hygiene, academic well-being, and moral development, students shall be expected to comply with reasonable requirements relating to dress, grooming and personal appearance. Students are expected to come to

school dressed appropriately with proper attention having been given to personal cleanliness, grooming, and neatness of dress.

The dress code policy applies from the time the student arrives on campus until the end of the school day and at all school activities during the school day. Exceptions may be made by the principal for field trips or other special activities:

Tops:

1. Solid gold, black or white unaltered polo/golf, turtleneck or collared shirt (with collar, buttons and sleeves), (no cap sleeves—underarm must be covered).
2. School approved club or school spirit T-shirt, unaltered. (Club and activity shirts not in school colors must be a nationally recognized school-sponsored organization, i.e. Key Club, National Honor Society, etc.
3. Solid gold, black, or white dresses with sleeves.
4. All visible tops must be gold, black or white, including tops worn as undergarments.

Sweaters/Sweatshirts:

1. Sweaters, sweatshirts or hoodies in solid gold, black or white.
2. Sweaters, sweatshirts or hoodies with school approved designs.

Bottoms:

1. Bottoms can be plain blue jeans, black, khaki or navy blue shorts, skirts or dress pants.
2. Belts must be worn if the pants have belt loops
3. Belts must be traditional and must be worn in loops and pants shall be unaltered
4. Bottoms must be appropriately fitted and seated at the waist
5. Large pocket style **shorts** may be worn. No hip huggers, no holes, and no overalls
6. No large pocket style **pants**, no bell bottoms, no baggy pants, no hip huggers, no holes, no carpenter pants and no overalls
7. No shorts, skirts or dresses shorter than five inches (5") above the knee caps as measured standing up

Shoes:

1. Closed toes and closed backs
2. No sandals or bedroom shoes

Other:

1. Scarves must be worn appropriately around the neck or shoulders (accessory item only; no bandanas)
2. No head wear except sunglasses. Hats or other sun-protective wear to only be worn while students are outdoors during school hours (not during class changes); however, at all other times, the sun-protective items must be properly stored by the student in pockets, purse, locker or backpack
3. No jewelry or accessory that may be used as weapons such as chains or spiked jewelry
4. 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.
5. Students participating in extracurricular activities shall conform to the standards of this policy while attending classes during the regular school day. Cheerleaders may wear their uniforms when required for participation in school sanctioned activities. Athletes may wear the team jerseys on game days with appropriate uniform bottoms.
6. No bedroom clothes.

Exceptions to wearing the uniform are permitted when:

1. A student wears a uniform of a nationally recognized youth organization, such as the Boy Scouts or Girl Scouts, on regular meeting days
2. A student wears a costume, special clothing or dress attire necessary for participation in a school-sponsored or extracurricular activity provided the clothing complies with District policy.
3. The wearing of a uniform violates a student's sincerely held religious belief.
4. Students enrolled in special programs such as on-the-job vocational training, or participating in school activities which require additional standards of dress or grooming shall comply with such additional standards.
5. When applicable, students shall be required to "dress out" and wear physical education uniforms prescribed by the school.
6. Students whose school zone was changed by the school board will be allowed to wear the previous school's color as well as the present school's colors for the current school year.

All clothing must be appropriately fitted. A small manufacturer's trademark is acceptable. School-approved means clothing carries the school logo and is in school colors.

Discipline for violations of the dress code shall be:

1. First and second offense consequences are notification of parent or guardian and change of inappropriate attire.
2. Consequences for subsequent offenses may include one or more of the following at the discretion of the principal:
 - A. notification of parent or guardian;
 - B. change of inappropriate attire; or
 - C. one to three days of in-school or out-of-school suspension,
3. The fourth and subsequent offenses are willful disobedience which will result in further disciplinary action, which may include out of school suspension or expulsion;

Any absence resulting from a violation of the Student Dress Code will be considered an unexcused absence.

Prohibited Attire at all Schools

While on school grounds during the regular school day, students are prohibited from wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. Any student who violates this specific policy of prohibited attire is subject to the following disciplinary actions:

1. For a first offense, a student shall be given a verbal warning and the school principal shall call the student's parent or guardian.
2. For a second offense, the student is ineligible to participate in any extracurricular activity for a period of time not to exceed five days and the school principal shall meet with the student's parent or guardian.
3. For a third or subsequent offense, a student shall receive an in-school suspension pursuant to §1003.01(5), Fla. St. for a period not to exceed 3 days, the student is ineligible to participate in any extracurricular activity for a period not to exceed 30 days, and the school principal shall call the student's parent or guardian and send the parent or guardian a written letter regarding the student's in-school suspension and ineligibility to participate in extracurricular activities.

Any interpretation of the dress code that is required of this policy shall be the responsibility of the principal of each school. The Superintendent is authorized to make the final decision regarding the interpretation, application and enforcement of this policy and to make certain that it is being uniformly applied and enforced at each of the schools within the District. The Superintendent can add uniform requirements based upon the unique needs of the population served at a school.

BULLYING, HARASSMENT, CYBERSTALKING OR TEEN DATING VIOLENCE AND ABUSE

It is the policy of the School Board of Bay County, Florida that all of its students and school employees have an educational setting that is safe, secure, and free from harassment, bullying, and dating violence and abuse of any kind. The District will not tolerate bullying, harassment, or teen dating violence and abuse of any type. Conduct that constitutes bullying, harassment, or teen dating violence and abuse as defined herein, is prohibited, including discrimination on the basis of race, color, national origin, sex and disability.

Bullying includes cyberbullying and means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as Intimidation, 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
4. Intimidation
5. Stalking
6. Physical violence
7. Theft
8. Sexual, religious, or racial harassment
9. Public or private humiliation
10. Destruction of property

POSSESSION AND USE OF WIRELESS COMMUNICATIONS DEVICES

For the purposes of this policy, “personal electronic mobile device” (“PEMD”) shall include, but not be limited to, the following: cellular or satellite telephones of any type, pocket PCs, laptops, and personal data assistants (“PDA”) owned, used or possessed by a student but shall not include such devices if owned and provided for use by the District. Students are allowed to bring their own device (BYOD). It is not mandatory for students to bring their own personal electronic mobile devices. When personal electronic mobile devices are used to enhance student learning in the classroom, students without a PEMD will be provided access to an appropriate digital device. 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. Rutherford and 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.

Students may utilize electronic mobile devices in the classroom for educational purposes when the teacher deems appropriate and with a signed AUP on file. Students may also use these devices during lunch and before and after school.

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 guidelines is essential to maintaining an academic environment and the integrity of the classroom.

ELECTRONIC MOBILE DEVICE GUIDELINES

1. 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.

2. Cell phone conversations during instruction or class time should take place only under the supervision of staff personnel unless otherwise directed.
3. Using any device that permits recording voice or image of another in any way that disrupts the educational environment, invades privacy of others, or 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**.
4. 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.

VEHICLE USE BY STUDENTS

When a student is authorized by the principal to drive a vehicle to school, the following requirements and procedures shall be observed. For purposes of this rule a vehicle shall include any motor vehicle, motorcycle, or moped owned or operated by a student. The student shall have an operator's license and be enrolled in grades 11 or 12. Junior and senior class members with a valid driver's license shall be allowed to drive motor vehicles to school and park on the school campus, if space is available. Freshman and sophomores with a valid driver's license and documentation from their current employer or involvement in school sponsored extracurricular activities may be afforded the privilege of driving to school if space is available. The student shall park the vehicle in the area designated for student parking. No student may loiter in or around vehicles in the parking area

or areas. Students shall not occupy vehicles during class hours, between classes, or before or after school, except as they arrive and leave for the school days.

The principal shall cooperate with law enforcement officers and any student who receives a citation for a traffic violation while traveling to or from school, or who is known to be operating a vehicle in such a manner as to endanger his/her own safety or that of others may be directed by the principal not to drive a vehicle to school. Any student violating such a directive shall be subject to suspension or expulsion from school. If a student fails to observe the procedures herein the principal may revoke his/her privilege of driving a vehicle to school for an appropriate period of time.

PART FOUR: SUSPENSION/EXPULSION POLICIES ZERO TOLERANCE POLICY

1. Behavior which shall result in suspension and may result in expulsion: possession, sale, use or under the influence of any controlled substance, any counterfeit controlled substance as defined by §831.31, Fla. Stat., model glue, other inhalant, or alcohol shall result in a ten day suspension and expulsion. However, as an alternative to expulsion a principal may, at his/her absolute discretion, suspend a student out of school for ten days if the student is a first time alcohol or drug offender who possesses or is under the influence of any controlled substance or is under the influence of model glue or other inhalant or alcohol. This option is only available to the principal for small amounts of a controlled substance which the principal determines is for the student's individual use and not for distribution, delivery or sale to other students. This option is not available for any felony possession regardless of quantity. For first time offenders, this suspension may be reduced to five days at the absolute discretion of the principal if:
 - a. The student divulges information leading to the discipline or arrest of the person who supplied such controlled substance to him/her, or if the student voluntarily disclosed his/her unlawful possession of such controlled substance. Any such information divulged which leads to an arrest and conviction is not admissible in evidence in a subsequent criminal trial against the student divulging such information or

- b. The student commits him/herself, or is referred by the court in lieu of sentence, to a state-licensed drug abuse program and successfully completes the program.
 - c. The Superintendent has the authority for a student's subsequent drug or alcohol possession, without the intent to distribute, or for being under the influence, as outlined above, to offer the student an alternative to expulsion under this policy.
2. Behavior which shall result in a ten day suspension and expulsion and referral for criminal prosecution: Homicide (murder, manslaughter); Sexual battery; Robbery or attempted robbery; Aggravated battery; Battery or aggravated battery on a teacher or other school personnel; Kidnapping or abduction; Arson; Possession, use, or sale of any explosive device.
 3. Behavior which shall result in a ten day suspension, expulsion for no less than one full year and a referral for criminal prosecution: Possession, use or sale of a firearm or weapon. If a firearm or weapon is found in a student's vehicle either at school or at a school-sponsored event, the student shall be considered to be in possession of the firearm or weapon if it is determined by the principal, based upon evidence, that the student knew of the presence of the firearm or weapon. The School Board specifically waives the exception in §790.115(2)(a)(3) for purposes of student and campus parking privileges.

A student shall not be subject to mandatory expulsion proceedings if it is determined by the Superintendent or the School Board

1. That the student was unaware he/she was in possession of the weapon or firearm, or
2. The student immediately returned the firearm or weapon to the person who gave it to him/her, or
3. If the student took the weapon or firearm to a staff member or was in the process of taking it to a staff member.

Any threat, regardless of the location from which it is made, to throw, project, place or discharge any destructive device with intent to do bodily harm to any person or with intent to do damage to any property of any person, or the making of a false report with intent to deceive, mislead, or otherwise misinform any person, concerning the placing or planting of any bomb, dynamite, or other deadly explosive involving

school or school personnel's property, school transportation, or a school-sponsored activity.

Any disciplinary action taken against a student who violates this zero-tolerance policy must be based on the particular circumstances of the student's misconduct.

Any item that may not be possessed or used by a student under this policy shall be confiscated by the principal. If appropriate, the prohibited item shall be given to the proper law enforcement agency. Otherwise, if possession of the item is legal, the item shall be given to the student's parent or guardian after the conclusion of all disciplinary action against the student.

Criminal Referrals

All actions which are determined by this policy to be serious threats to school safety, shall be reported to law enforcement.

Out-of-School Suspension

A student may be suspended from school by the principal or his/her designee for violation of any behavior qualifying for Formal Disciplinary Measures. A good faith effort shall be made by the principal or his/her designee to employ parental assistance or other alternative measures prior to suspension or expulsion except in the case of emergency or disruptive conditions which require immediate suspension or expulsion.

Determination of Out-of-School Suspension

To determine whether out-of-school suspension is appropriate and to decide the length of suspension, the principal or his/her designee shall review the student's individual record and consider

1. The facts and the seriousness of the conduct leading to consideration for suspension;
2. The student's age, grade and past disciplinary record; and
3. Possible effectiveness of other forms of discipline in correcting behavior.

Procedures for Out-of-School Suspension

The following procedures shall be utilized in suspending a student, including those instances in which there is also a recommendation for expulsion to the Superintendent.

1. The principal or his/her designee may suspend a student only in accordance with the rules of the School Board.
2. The principal or his/her designee shall make a good faith effort to immediately inform a student's parents or legal guardians by

telephone of a student's suspension and the reasons for the suspension.

3. Each suspension and the reasons for the suspension shall be reported in writing within 24 hours to the student's parents or legal guardians by United States mail, or by hand delivery. The notice shall contain:
 - a. The nature of the offense;
 - b. The date of the offense, beginning date of suspension, and the date on which the student may return to school; and
 - c. Any conditions involving suspension, such as reduction of the suspension following a conference and assurance from the student of a change in attitude.
4. Each suspension and the reasons for the suspension shall be reported in writing within 24 hours to the Superintendent.
5. At a conference, the student shall be given both oral and written notice of the charges and given an opportunity to present his/her side of the story prior to suspension.
6. The principal may temporarily suspend a student prior to a conference when, in his/her judgment, the safety or health of students, staff or other persons in the school may be threatened by the continued presence of the student. When temporary suspension is necessary, the principal shall inform the parents or legal guardians by the most rapid means (including telephone). As soon as feasible under the circumstances, the principal shall hold a conference with the student or parents or legal guardians.
7. Upon request, the parents or legal guardians will be given an opportunity for an informal hearing with the principal or his/her designee within 48 hours of the request (excluding Saturday, Sunday and school holidays).

Out-of-School Suspension on the Basis of Felony Charges Off School Property

Any student formally charged with a felony or with a delinquent act which would be a felony if committed by an adult by a proper prosecuting attorney for an incident which allegedly occurred on other than public school property, and that incident is shown, in an administrative hearing with proper notice to the parents or legal guardians, to have an adverse impact on the educational program, discipline or welfare of the school in which the student is enrolled, shall be subject to suspension in accordance with § 1006.09, Fla. Stat. until determination of the case by a court of competent jurisdiction. Any

student who is suspended as a result of such proceedings may be suspended from all classes of instruction on public school grounds during regular classroom hours for a period of time, which may exceed ten days, as determined by the Superintendent. Such suspension shall not affect the delivery of educational services in a daytime alternative education program, or an evening alternative education program, where appropriate. If the court determines that the student did commit the felony or delinquent act which would have been a felony if committed by an adult, the School Board shall have the authority to expel the student, provided that expulsion under this subsection shall not affect the delivery of educational services to the student in any residential, nonresidential, alternative, daytime, or evening program outside of the regular school setting. Any student who is subject to discipline or expulsion for unlawful possession or use of any substance controlled under Chapter 893 of the Florida Statutes may be entitled to a waiver of the discipline or expulsion in accordance with § 1006.09(2)(a)-(b), Fla. Stat.

Procedures for Out-of-School Suspension on the Basis of Felony Charges Off School Property

The following procedures shall be utilized by the principal in instituting and conducting an administrative hearing in the suspension of a student on the basis of felony charges:

1. Upon receiving proper notice that a student has been formally charged with a felony, the principal shall immediately notify the parents or legal guardians of the student, in writing, of the specific charges against the student and of the right to a hearing prior to disciplinary action being instituted under the provisions of §1006.09, Fla. Stat.
2. Such notice shall stipulate a date for the hearing which shall be not less than two school days nor more than five school days from postmarked date, or delivery, of the notice and shall also advise the parents or legal guardians of the conditions under which a waiver of suspension may be granted, as prescribed in subsections (2) and (3) of §1006.09, Fla. Stat. Pending such hearing, the student may be temporarily suspended by the principal.
3. The hearing shall be conducted by the principal or his/her designee, and may be attended by the student, the parents or legal guardians, the student's representative or counsel, and any witnesses requested by the student or the principal.

4. The student may speak in his/her own defense, may present any evidence indicating his/her eligibility for waiver of disciplinary action, and may be questioned on his/her testimony. However, the student shall not be threatened with punishment or later punished for refusal to testify.
5. In conducting the hearing, the principal or his/her designee shall not be bound by the rules of evidence or any other courtroom procedure, and no transcript of testimony shall be required.
6. Following the hearing, the principal shall provide the student and parents or legal guardians with a decision, in writing, as to whether or not suspension will be made. In arriving at this decision, the principal shall consider the conditions prescribed by subsections (2) and (3) of §1006.09, Fla. Stat., under which a waiver of suspension may be granted, and may grant such a waiver when he/she determines such action to be in the best interests of the school and the student. Provided, however, that any suspension pending adjudication of guilt shall be made only upon a finding, based upon conclusive evidence, that a felony charge has been formally filed against the student by a proper prosecuting attorney. The principal shall have authority to modify the decision to either grant or deny a waiver, at any time prior to adjudication of the student's guilt by a court, provided that any such modification adverse to a student shall be made only following a hearing conducted in accordance with this rule.

Expulsion of Students

Only the School Board has the authority to expel a student from the public school system upon the recommendation of the Superintendent for any behavior listed under Formal Disciplinary Actions and under the Zero Tolerance policy. A good faith effort shall be made by the principal or his/her designee to employ parental assistance or other alternative measures prior to suspension or expulsion except in the case of emergency or disruptive conditions which require immediate suspension or expulsion.

Procedure for Expulsion

1. Whenever possible the principal shall hear the student's defense or explanation of his/her conduct and shall explain to the student his/her reasons for the suspension with a recommendation of expulsion. In any case, the principal shall conduct an investigation into the charges and shall obtain written and signed statements from any witness(es) immediately after the incident. A tape recorder may

be used to record any proceedings with parents, legal guardians with a return receipt requested or by hand delivery, stating that the School Board will meet at a specified time and place to hear the charges and to act on the expulsion recommendation. The parents or legal guardians shall be fully advised that they will be given an opportunity to appear before the School Board during the hearing. The principal and his/her designee shall also be informed as to the time and place of the hearing. Any student being considered for expulsion shall be accorded due process of law prior to expulsion in the manner provided by § 120.57(2), Fla. Stat. and Section 1.105(3) of these rules.

2. When the principal suspends a student and recommends the student for expulsion, the Superintendent may extend the suspension assigned by the principal beyond ten days if such suspension period expires before the next regular or special meeting of the School Board. Where such an extension of a suspension is made by the Superintendent, he/she shall notify the parent or guardian in writing prior to the expiration of the suspension assigned by the principal. Such notice shall state the period of time for which the additional suspension is made. A copy of the notice of the additional suspension shall be sent to the principal.
3. To assure that the conduct leading to expulsion does not reoccur, a written reentry plan for each student shall be developed by the school prior to the return of an expelled student to the school program. Each plan is to be developed in cooperation with all parties involved, including the student and parents or legal guardians.

Alternative to Expulsion

1. Upon receipt of a recommendation for expulsion from a principal and after review of the incident, student records and previous disciplinary acts, the Superintendent or his/her designees may convene a meeting with the parent or guardian to offer an alternative school placement in lieu of expulsion. The parent or guardian has the option to accept the alternative school placement, accept an expulsion, or have the board hold a hearing on the Superintendent's recommendation for expulsion.
2. If the alternative school placement is accepted, the student and parent or guardian shall enter into a Behavior Contract in Lieu of Expulsion ("Contract"). The Contract shall place the expulsion process in abeyance pending the student's successful completion of the alternative school placement.

3. A student must remain at the alternative setting for at least ninety (90) school days. After ninety (90) school days the student may request a review by the Superintendent. If the Superintendent or his/her designee agrees the student may return to his/her home school, the student can only return to his/her regular school at a semester break.
4. All cases involving behavior requiring expulsion based upon the Zero-Tolerance Policy must be heard at a formal expulsion hearing with the School Board.

Discipline of Students with Disabilities

For the purpose of this rule a student with disabilities is defined as any student appropriately classified and presently placed in an exceptional student education program, excluding gifted. Parental notification of policies, procedures, and student rights regarding discipline of students with disabilities shall be provided, in writing, at the eligibility staffing meeting or when parental consent for ESE placement is documented. Parental safeguards and rights of due process shall, in addition, be observed and followed at all steps in the process. Additional information is available in the "Special Programs and Procedures for Exceptional Students (SP&P)," adopted by the Board pursuant to Section 1.103 and hereby incorporated by reference as a part of the Rules of the Bay County School Board.

Suspension of Students with Disabilities

The principal may suspend a student with disabilities for a period of time not to exceed ten days (or an accumulation of ten days within a school year) without the provision of a free and appropriate public education. Appropriate due process shall be observed, except in emergency situations in which a student's presence poses a continuing danger to persons or property or represents an on-going threat of disruption to the academic process. Following procedures outline in the SP&P Manual, either before but not later than ten business days after first removing the student for more than ten school days in a school year, the school must conduct a functional behavioral assessment and develop a behavioral intervention plan. If the student has a behavioral intervention plan, the IEP Team shall meet to review the plan and its implementation and modify the plan and its implementation as necessary to address the behavior.

Suspension After Accumulation of Ten Suspension Days

At such time that accumulated suspensions exceed ten days within a school year and a pattern of removal has been determined, the principal

shall convene the IEP Team and include the principal or his/her designee. This Team shall review the student's program and conduct a manifestation meeting to determine whether or not the student's disability is a precipitating factor in the disciplinary infraction. If the IEP Team determines that the student's behavior is related to the student's disability, then using procedures outlined in the SP&P, the IEP Team will amend the student's IEP to include annual goals and short-term objectives for social/behavioral areas which relate to the elimination or reduction of the student's inappropriate behavior based on the functional behavioral assessment. The following options may be considered:

1. Additional related services.
2. A change in disciplinary procedures.
3. Increased time in the current special program.
4. Provision of a special program in another setting.
5. Involvement with programs funded by other agencies.

If the IEP Team determines that the student's behavior is not related to the student's disability, the IEP Team shall document the rationale for this decision in a manifestation meeting. In this case, procedures for disciplinary action will follow its regular course of action, as designated in School Board Policy 7.203. Parents must be informed of this decision. In no case will services cease for a student with a disability.

Expulsion of Students with Disabilities

If the student to be expelled is a student with disabilities, the following procedures from the SP&P must be followed. Instances in which students with disabilities engage in behavior that could warrant expulsion action are described in School Board Policy 7.203.

1. Expulsion of an identified student with disabilities constitutes a change in educational placement and may not be an exclusion from educational services.
2. When a principal plans to recommend expulsion for a student with disabilities, the Superintendent shall be contacted to request that an IEP Team meet. The IEP Team shall meet to determine whether the student's misconduct is a manifestation of his/her disability.
3. The IEP Team shall determine the relationship of the student's behavior to the student's disability and amend the IEP to provide the alternative placement and/or programming. In no case may the District cease provision of educational services.
4. Policies and procedures for conducting IEP meetings and providing procedural safeguards to parents or legal guardians of students with

disabilities consistent with Fla. Admin. Code R. 6A-0331(3) apply to this meeting.

5. A copy of these policies and procedures shall be given to parents or legal guardians of students with disabilities at eligibility and IEP update meetings and at pre-expulsion IEP meetings.

REVIEW PROCEDURES

A disciplinary decision of a teacher may be appealed to the principal. The principal's decision may be appealed to the Superintendent. A copy of the decision and notification of the right to appeal shall be furnished to the student or parents or legal guardians. The student or parents or legal guardians shall have five (5) working days from receipt of the written decision to file a written appeal. Any request to modify a Final Order of Expulsion must be made in writing to the Superintendent. The School Board shall consider the modification of a Final Order of Expulsion only upon receiving a written recommendation from the Superintendent.

PART FIVE: STUDENT SERVICES POLICIES

GENERAL INFORMATION FOR RHS ATHLETICS

In order to participate in athletic programs a student must:

1. See coach for details on age, grade, residency and court history considered each semester.
2. Present original birth certificate (NO COPIES) the first time his or her name is submitted for participation. We cannot use a copy that may be in a student's school records. Our staff is required to certify that they actually saw the original in order to request eligibility from the Florida State Athletic Association for varsity players.
3. Maintain a cumulative 2.0 GPA.
4. A physical exam will be required each year. Free physicals are given by the medical community, usually in the spring or summer.

Athletes who transfer from one school to another without a corresponding family move may not participate in sports for one school year.

All sports compete on the varsity level. Most sports also have junior varsity teams.

A season's participation in an interscholastic sport and passing the state test, can replace the personal fitness requirement for graduation.

All athletes are encouraged to be in the summer weightlifting program.

NCAA REQUIREMENTS

In order to be qualified in Division I athletics, a student athlete must be a graduate who meets all NCAA requirements. Those requirements can be found at www.NCAAClearinghouse.com.

BEGINNING DATES OF SPORTS SEASONS

FALL:

Football July 31
Volleyball July 31
Swimming July 31
Golf July 31
C Country July 31

WINTER:

Soccer (G) Oct 16
Soccer (B) Oct 23
Basketball (G) Oct 30
Basketball (B) Nov 6
Wrestling Nov 6
Weightlift (G) Oct 16

SPRING:

Baseball Jan 29
Softball Jan 22
Track & Field Jan 22
Tennis Jan 22
Weightlifting (B) Jan 15
Spring Football Apr 23

VARSITY FOOTBALL SCHEDULE

Aug 18	Kick-Off Classic	Bozeman	7:00 PM
Aug 25	North Bay Haven	Bozeman	7:00 PM
Sept 1	Bay High	Gavlak	7:00 PM
Sept 8	Mosley	Bozeman	7:00 PM
Sept 14	Baker	Bozeman	7:00 PM
Sept 22	Port St Joe	Port St Joe	7:30 PM EST
Sept 29	Walton	Walton	7:00 PM
Oct 6	Arnold High	Bozeman	7:00 PM
Oct 20	S Walton	Bozeman	7:00 PM
Nov 3	Marianna	Marianna	7:00 PM

ACTIVITY ELIGIBILITY

Students with textbook deficiencies are ineligible for extracurricular activities.

CAFETERIA

All students eating on campus must eat in designated eating areas. This includes those bringing packed lunches, snacking, etc. Students are not permitted to order take-out for delivery to the campus.

Students are to take trays, cartons, and trash to designated disposal area. Littering, throwing food or other objects is prohibited.

Students loitering in the front of the school during lunch are subject to disciplinary action.

Student lunches will cost \$2.75, adult lunches \$3.50. Reduced lunch \$.40. Student breakfast \$1.50. Adult breakfast \$2.00. Reduced breakfast \$.30.

Applications for free and reduced meals are generated on enrollment. Please see Board Policy for details.

Students are not permitted to charge school meals. If a student does not have meal money, he or she will be provided an alternative meal (sandwich and juice). At no time will a student not be fed. Prepayment of meals is encouraged.

8th STREET

PARKING

BAND PRACTICE FIELD

FOOTBALL PRACTICE FIELD

TENNIS COURTS

NEW GYM & LOCKER ROOMS

BLDG. 16
(P.E.)

PARKING

BLDG. 15
(BAND, CHOIR, AUDITORIUM, DRAMA)

PARKING

BLDG. 21
BLDG. 19
BLDG. 18
BASEBALL
BLDG. 20

BLDG. 14
(GYM & WEIGHT ROOM)

PARKING

BLDG. 13
(UPSTAIRS: ENGLISH
DOWNSTAIRS: CAFETERIA)

BLDG. 8
(ART, HEALTH OCC., SCIENCE)

SCHOOL AVENUE

ROTC

99-01 99-02 99-03

BLDG. 17
(CUSTODIAL)

BLDG. 12

BLDG. 7

BLDG. 1
(ADMINISTRATION, GUIDANCE, SCIENCE)

SOFTBALL FIELDS

PARKING

BLDG. 11

BLDG. 6

STAIRS,
ELEVATOR

BLDG. 2
(DOWNSTAIRS: BUS & MKTG.,
UPSTAIRS: WRAM & MEDIA CTR.)

BLDG. 10

BLDG. 5

BLDG. 4

BLDG. 9
(ART)

WORK FORCE

BLDG. 3
(DRAFTING & ISS)

BUS LOADING ZONE

11th STREET