



Principal Kimberlain Zenon-Richardson

Where Panthers Believe and Achieve EVERY Day!

Student Handbook 2020-2021

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Please like us on Facebook for updates and information
www.facebook.com/BradenRiverMiddle

School web site: www.manateeschools.net/sites/middleschool/bradenriver

The staff of Braden River Middle School (BRMS) welcomes you to the 2020-2021 school year. This will be a great year for students, parents, and teachers. Education is a team effort. Pride in school and work cannot be developed without cooperation. The policies and procedures in this handbook are designed to help the school operate smoothly for a successful school year. This information has been carefully prepared to help students adjust and become an integral part of our school. The teachers and staff are eager to help you prepare for a successful life. Remember, success is directly related to effort.

Go Panthers!

2020-2021 School Calendar

School District of Manatee County 2020-2021 Academic Calendar

November 2020						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23*	24*	25*	26	27	28
29	30					

Nov 4 Professional Learning Early Release
 Nov 11 Veterans' Day - All District Sites Closed
 Nov 23-27 Thanksgiving Holiday
 Nov 26 Thanksgiving Day - All District Sites Closed
 *Nov 23-25 Hurricane make-up days if needed

March 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mar 11 End of Qtr 3 (45 days)
 Mar 12 Record Day - No School for Students
 Mar 15-19 Spring Break - Schools Closed
 Mar 26 Elementary Early Release
 Mar 27-31 Passover

July 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jul 23 Summer School Ends (tentative)
 Teachers Improving School for Students
 District Inservice
 First Day for Students
 No School for Students
 Professional Learning Early Release
 Elementary Early Release
 MG/HS Exams
 Last Day for Students
 Paid Holiday

October 2020						
S	M	T	W	Th	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Oct 5-9 FTS Survey 2 Window
 Oct 9 End of Qtr 1 (44 days)
 Oct 12 Record Day - No School for Students
 Oct 16 Elementary Early Release
 Oct 30 Elementary Early Release

February 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Feb 1-5 FTS Survey 3 Window
 Feb 3 Professional Learning Early Release
 Feb 13 President's Day - All District Sites Closed

June 2021						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Jun 7 Summer School Begins (tentative)

September 2020						
S	M	T	W	Th	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Sep 7 Labor Day - All District Sites Closed
 Sep 16 Professional Learning Early Release
 Sep 18-20 Rush Week
 Sep 27-28 Tom Kipper

January 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Jan 1 New Years Day - All District Sites Closed
 Jan 4 District Inservice - No School for Students
 Jan 5 Teachers Return/Record Day
 Jan 6 Students Return
 Jan 18 ML King Birthday - All District Sites Closed

May 2021						
S	M	T	W	Th	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 20-27 MG/HS Exams (tentative)
 May 23-27 Early Release ALL Schools
 May 27 Last Day Students - End 2nd Semester (33 days)
 May 28 Record Day/Last Day for Teachers
 May 31 Memorial Day - All District Sites Closed
 Graduations: 5/19-SHS, 5/20-LRHS, 5/21-PHS, 5/22-BRHS, BHS, MHS

August 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 3 Teachers Return/Inservice
 Aug 4 District Inservice - No School for Students
 Aug 5-7 Teacher Work Days
 Aug 10 First Day Students

December 2020						
S	M	T	W	Th	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Dec 2 Professional Learning Early Release
 Dec 7-18 MG/HS Exams (tentative)
 Dec 10-18 Hanukkah
 Dec 16-18 High School Early Release
 Dec 18 End First Semester (87 days)
 Dec 21-31 All District Sites Closed
 Dec 25 Christmas Day - All District Sites Closed

April 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Apr 1 Elementary Early Release
 Apr 1-4 Passover
 Apr 2 Good Friday - All District Sites Closed
 Apr 4 Easter
 Apr 21 Professional Learning Early Release



Braden River Middle School
 Quarterly
 Discipline Card

Panthers
 Believe!
 Panthers
 Achieve!

Student Name _____ Grade _____ Quarter One

STRIDING WITH PRIDE....



NAME	DATE	POSITIVE PRAISE
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
EMAIL DEAN		

Infraction Code	Infraction Date	Comments	Signature
1			Warning/Teacher Signature
2			Warning/Teacher Signature and Teacher Call Home
3			Email to Dean / Teacher Signature / Dean Call Home
4			Referral from Teacher to Dean

After the 4th signature: A referral must be issued each time.

Discipline action will progress according to the Discipline Matrix. Further discipline action determined by Administration

NOTE: Serious breaches of conduct may by-pass these steps and result in immediate administrative action.
 BRMS'S Administration and School Matrix will determine consequences.

Action Codes

- CD- Classroom Disruption
- D- Disrespect
- I- Inappropriate Behavior
- DF- Defiance
- G- Gum

Bathroom Passes:

- _____ Period 1 _____
- _____ Period 2 _____
- _____ Period 3 _____
- _____ Period 4 _____
- _____ Period 5 _____
- _____ Period 6 _____
- _____ Period 7 _____

Discipline Cards Procedures

Minor infractions of such as horseplay and classroom disruption will be recorded by a signature on the students Discipline Card.

- The 1st Offense results in a Warning/Teacher signature
- The 2nd Offense results in a Warning/Teacher signature and Parent Contact by the teacher
- The 3rd Offense results in a Visit to the Dean and Parent Contact **
- The 4th or more Offenses results in a Referral / Admin signature, Parent contact **

**** Teachers should email the Dean to inform them that they were the students 3rd or more signature. The Dean will call down the student as quickly as possible.**

- Students must carry their discipline cards with them at all times.
- The time period for producing a card is 24 hours. If it is produced within that time frame, the student gets one signature for the original offense.
- If a student loses his/her discipline card, they will be issued a new card marked to the 4th Offense.
- Each student will be issued a new discipline card each quarter.
- After a student has used all his/her steps on the discipline card, they will automatically be exempt from any of that quarter's activities and will be issued a red card and a referral after every incident.

Discipline outcomes are based on the Matrix located on Page 21/22 of this agenda. However, it should be understood that at the discretion of administration these consequences may escalate depending upon the nature of the circumstances and the student's overall discipline record.



Braden River Middle School
Quarterly
Discipline Card

Panthers
Believe!
Panthers
Achieve!

Student Name _____ Grade _____ Quarter Two

STRIDING WITH PRIDE....



<u>NAME</u>	<u>DATE</u>	<u>POSITIVE PRAISE</u>
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
EMAIL DEAN		

<u>Infraction Code</u>	<u>Infraction Date</u>	<u>Comments</u>	<u>Signature</u>
1			Warning/Teacher Signature
2			Warning/Teacher Signature and Teacher Call Home
3			Email to Dean / Teacher Signature / Dean Call Home
4			Referral from Teacher to Dean

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Action Codes

- CD- Classroom Disruption
- D- Disrespect
- I- Inappropriate Behavior
- DF- Defiance
- G- Gum

Bathroom Passes:

- _____ Period 1 _____
- _____ Period 2 _____
- _____ Period 3 _____
- _____ Period 4 _____
- _____ Period 5 _____
- _____ Period 6 _____
- _____ Period 7 _____

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Braden River Middle School
Quarterly
Discipline Card

Panthers
Believe!
Panthers
Achieve!

Student Name _____ Grade _____ Quarter Three

STRIDING WITH PRIDE....

<u>NAME</u>	<u>DATE</u>	<u>POSITIVE PRAISE</u>
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
EMAIL DEAN		

<u>Infraction Code</u>	<u>Infraction Date</u>	<u>Comments</u>	<u>Signature</u>
1			Warning/Teacher Signature
2			Warning/Teacher Signature and Teacher Call Home
3			Email to Dean / Teacher Signature / Dean Call Home
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Action Codes

- CD- Classroom Disruption
- D- Disrespect
- I- Inappropriate Behavior
- DF- Defiance
- G- Gum

Bathroom Passes:

- _____ Period 1 _____
- _____ Period 2 _____
- _____ Period 3 _____
- _____ Period 4 _____
- _____ Period 5 _____
- _____ Period 6 _____
- _____ Period 7 _____

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Braden River Middle School
Quarterly
Discipline Card

Panthers
Believe!
Panthers
Achieve!

Student Name _____ Grade _____ Quarter Four

STRIDING WITH PRIDE....



<u>NAME</u>	<u>DATE</u>	<u>POSITIVE PRAISE</u>
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
TEACHER		
EMAIL DEAN		

<u>Infraction Code</u>	<u>Infraction Date</u>	<u>Comments</u>	<u>Signature</u>
1			Warning/Teacher Signature
2			Warning/Teacher Signature and Teacher Call Home
3			Email to Dean / Teacher Signature / Dean Call Home
4			Referral from Teacher to Dean

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Action Codes

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- D- Disrespect
- I- Inappropriate Behavior
- DF- Defiance
- G- Gum

Bathroom Passes:

- _____ Period 1 _____
- _____ Period 2 _____
- _____ Period 3 _____
- _____ Period 4 _____
- _____ Period 5 _____
- _____ Period 6 _____
- _____ Period 7 _____

Important Agenda Cliff Notes

School Rules:

- IDs must be worn at all times
- No Gum
- No Cell Phones in the courtyard of hallways
- No texting or social media in school
- It is not legal to film/ photograph any teachers or students on school campus
- No running, tagging, pushing, or hitting
- Students not invited to a field trip may not attend on their own and join our students
- Students owing cafeteria and book fines are not permitted to attend end of year activities

School Procedures:

- Students must have a pass to be out of class or out of the cafeteria
- Students must sign out before leaving a classroom
- Students must make an appointment to see their counselor or dean
- Students must be on time for class

Renaissance:

- Renaissance students are allowed (with an ID) to eat outside
- Renaissance students must have their card and ID to use their privileges
- Renaissance shirts must be worn to eat outside on Fridays

Dress Code:

- No pants, shorts, or jeans with slits or holes that show skin
- No tank tops or spaghetti straps
- All shorts and dresses need to be fingertip length
- All pants must be pulled up with no undergarments exposed
- ALL form fitting pants must have back pockets
- No leggings
- No undergarments should be visible
- No hoods may be worn on campus
- No face piercings

A few important pages to reference:

Topic	Page
BYOD	11
Cell Phone Policy	11
Tardies	14
Renaissance and Rewards	15
Activity Eligibility	16
School Rules	17-18
Dress Code	18-19
Cafeteria / Clinic	20
Discipline Matrix	21-22
Goal Sheet	23-24

Braden River's BYOD and Technology Expectation and Usage Policy

As new technologies change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. Bring Your Own Device (BYOD) encourages students to bring their own technology devices to school to assist their learning experiences. This document provides the expectations of Braden River in regard to technology use at school. Please note that students who cannot bring in outside technology will be able to access and utilize the school's equipment. No student will be left out of our instruction.

Internet: The only internet permitted is our BRMS guest network, unless otherwise directed by the teacher. Hot spots or any internet access other than Manatee Connect are NOT permitted to be used at any time. BRMS' network filters will be applied to one's connection to the internet and any attempt to bypass them or infect the network program designed to damage, alter, destroy, or provide access (hacking) to unauthorized data or information is in violation of the Acceptable Use Policy and will result in disciplinary actions.

Security and Damages: Responsibility to keep the device secure rests with the individual owner. Manatee County School District is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations. It is recommended that skins (decals) and other custom touches be used to physically identify your device from others. Additionally, protective cases and security codes are encouraged. The student takes full responsibility for his or her technology device. The school is not responsible for the security of student-owned technology.

Technology Student Agreement: The use of technology to provide educational material is not a necessity, but a privilege. A student does not have the right to use his or her laptop, cell phone or other electronic device while at school except in the approved class. When abused, privileges will be taken away. When respected, they will benefit the learning environment as a whole.

- The technology must be turned off while on school campuses and while riding school buses unless instructed to turn it on by a teacher or bus driver.
- Devices may not be used in the bathrooms at any time.
- The technology may not be used to cheat on assignments or tests, or for non-instructional purposes.
- The student accesses only files on the computer or internet sites which are relevant to the classroom curriculum.
- Printing from personal devices is not possible at school.
- The student complies with teachers' request to shut down the computer/phone or close the screen.
- The school district has the right to collect and examine any device that is suspected of causing problems or was the source of an attack or virus infection.
- No texting, no photos/videos, and no social media unless approved by the teacher for instruction.
- If there is approved use in the classroom, devices must be turned off before leaving that classroom.
- Phones are not allowed to be out during passing periods (between classes).
- External or portable speakers are not permitted at any time.
- Understand that any of the above violations are unethical and may result in the loss of my network and/or laptop privileges as well as other disciplinary action.

Technology Parent Agreement: My child will be subject to discipline for texting during the school day without teacher permission. I also understand that if my child is sick, he/she MUST go to the clinic to call home. As the parent/guardian of this student, I understand that although my child's teacher will encourage and enforce proper device usage of technology, it is my responsibility to check time stamps and social media usage to assure that my child is correctly using their equipment and time in school. In the event I need to contact my child during school hours, I will use proper procedures, and call the administrative office to get a message to them.

Cell Phones & Electronic Devices Misuse

1st Offense phone or device will be put in office for parent pick up

2nd Offense phone or device will be put in office for parent pick up

3rd Offense phone or device will be put in office for parent pick up and student will serve 1 day in ISS

4th Offense phone or device will be put in office for parent pick up and student will serve 3 days in ISS

*****Any student who refuses to hand over any electronic device will be considered acting in defiance of authority and will be subject to appropriate disciplinary action.**

*****It is the responsibility of the student to notify the parent and arrange for device pick up.**

Progress Reports and Report Cards

A progress report is available online at our FOCUS Parent Portal at the middle of each nine week quarter with each instructor's evaluation of the student's achievement for the first half of that quarter. Parents/guardians are asked to review the report with their child. **Report cards** are online every nine weeks throughout the year. Please be sure to sign up for Portal access in the office.

Student ID Badges

Students are issued a photo ID badge during the first quarter of the school year. For safety and security reasons, **all students on campus are required to wear his/her ID badge visibly from the waist up at ALL TIMES using a lanyard.** The student's picture must not be covered or defaced. **Failure to have the ID will result in a discipline consequence.** Students must use their ID badge when purchasing food in the Cafeteria or checking out materials from the Media Center.

If a student loses his/her ID badge, the student should report to the Main Office prior to the start of the day, and may choose to purchase a new ID and lanyard for \$5.00.

- 1st offense – Warning and student is issued a temporary ID sticker to be worn on the shirt throughout the entire day on campus. Parent will be contact via Connect Ed.
- 2nd offense – Issued a temporary ID sticker to be worn on the shirt throughout the entire day on campus, charged \$5.00 to student account and a student ID and lanyard will be sent to the student. Parent will be contacted by the Dean.
- 3rd offense – Issued a temporary ID sticker to be worn on the shirt throughout the entire day on campus, charged \$5.00 to student account and a student ID and lanyard will be sent to the student. Parent will be contacted by the Dean, a referral will be given for an identification infraction and student will serve a 1-day lunch detention.
- 4th offense – Issued a temporary ID sticker to be worn on the shirt throughout the entire day on campus, charged \$5.00 to student account and a student ID and lanyard will be sent to the student. A referral will be given for identification infraction and defiance and student will serve a 2-day lunch detention. Parent will be contacted by the Dean and a parent conference will be set.
- 5th offense – A referral will be given for defiance and student will serve 1 day in ISSP.

Student Arrival and Departure Times

There is no adult supervision prior to school opening before 8:50 am or 30 minutes after the dismissal bell 4:40 pm, unless the student is enrolled in the YMCA Before/After School Program. Students dropped off and picked up by parents, guardians or designees must use the parent loop (the smaller parking area on River Club Boulevard). **Parents, guardians or designees should make every effort to abide by the above times. For safety reasons, students will not be released to parents, guardians or designees during emergency drills, including fire and lockdown drills.**

Visitors

All entry doors will be locked. Visitors must call the school upon arrival for a staff member to open the door. Visitors must report to the office and obtain a visitor pass or escort before going anywhere on campus. Any parent/guardian who wishes to visit must have identification and make prior arrangements with the appropriate administrator.

Transportation (Transportation sections of the Manatee County Student Code of Conduct)

The hard working, dedicated people who operate our school buses have a single common goal that cannot be achieved without the cooperation and assistance of the students. Their goal is to transport students between home and school safely and promptly. All rules of the school district and our school apply to behavior on campus, but also behavior on school sponsored trips, bus transportation and at bus stops whether on or off school property. **Bus drivers can write referrals for behaviors observed both on the bus and at bus stops.** A copy of the County Bus Rules is given to each student during the first week of the school year. Any student who causes disturbances on the bus threatens the safety of others. Offenders will be issued referrals and suffer consequences that may include detentions, in school suspensions (ISSP), and/or bus suspension. **Repeat offenders may be subject to review for removal of transportation privileges.**

NOTE: The use of school bus transportation is considered a privilege. Students who disregard the rules of appropriate conduct on the school bus will receive consequences as approved by the School Board of Manatee County. Disciplinary action will be taken in accordance with Florida Statute 232.26 and 232.28 (school bus suspension).

Car Riders and Personal Transportation

- Students may not drive any motorized vehicles to school.
- Students whose parents, guardians or designees pick them up will **ONLY** use the parent loop on the south side of campus. Students may not be picked up on River Club Blvd. or in the elementary parking lot.
- Car riders may not exit the school by the bus loop and must wait at the parent loop.
- Bicycles must be placed in the bike rack and should be secured with a personal lock.
- The bike rack will be open in the mornings and at dismissal times. (The bike rack will be locked during the school day).
- Students may not ride skateboards, scooters, etc. on school property.
- **REMEMBER, it is state law that children under the age of 16 must wear a bike helmet**

Parent Loop Area

For safety reasons, students being picked up / dropped off in a car will not be able to leave our parent loop area. Parents must go through the line and pick up / drop off within the designated loading and unloading area. Students that load or unload on the street, in our parking lot, in the bus loop, or in the elementary parking area will be subject to disciplinary infractions. When loading and unloading please pull all the way forward to allow more cars to move through the lane quickly. We know waiting in line can be frustrating, but please understand your student's safety is our number one concern, and we strive to keep cars moving up and moving on as expeditiously as possible.

Certified School Counselors

The administration team consists of a counseling staff that provides many services to the school in addition to one-on-one student counseling. They conduct orientations, review student academic progress, arrange schedule changes and maintain student records. Counselors are trained listeners whose main mission is to help students solve problems interfering with their education. They help resolve problems that are personal or social as well as school related. Students who would like to meet with a counselor must fill out a "Request for Appointment" card in the office. A counselor will send for the student at their earliest possible opportunity.

Ms. Gillen A-L

Mrs. Cristello M-Z

Grade Level Administration

An important part of the middle school staff is the assistant principal. The assistant principals are administrative problem-solvers who supervise all student affairs for their designated grade levels.

Assistant Principals: Mrs. Cunningham -Last name A-L

Mr. Baietto -Last name M-Z

Deans: Mr. Dixon -Last name A-L

Mr. Batista -Last name M-Z

School Resource Officer

The School Resource Officer (SRO) is a sworn law enforcement officer of the Manatee County Sheriff's Department. The SRO is available to students, parents and school staff as the primary responder for any law enforcement related complaint or for guidance in law enforcement related matters.

Attendance

By Florida Statute (FS 232.09), each parent or legal guardian of a child of compulsory attendance age is responsible for the child's school attendance. **The students are expected to attend all 180 days of the regular school year** unless a situation exists which makes their absence absolutely necessary.

Absence from school may be excused only for the following reasons:

- Religious instruction or a religious holiday;
- Sickness, injury, or other insurmountable condition;
- Participation in an academic event or program;
- A subpoena or forced absence by any law enforcement agency;
- An appointment with a doctor or dentist; or
- A School Board approved activity.

Students who are absent more than nine (9) days per year must provide documentation from a physician to receive additional excused absences.

In the event of an unavoidable absence, we request these steps be followed:

- The school's Attendance Secretary should be notified by the parent or guardian between 8:00 am and 9:30 am on the day of the absence. Please call 751-7080 ext. 2004. If you are unable to reach her please leave a message.
- Absences not confirmed in advance by phone must be excused in writing by the parent or guardian. The written excuse is to be delivered to the Attendance Manager on the day of the student's return.
- Making up missed class work is entirely the responsibility of the student and is due in a period of time equal to the total number of days absent.
- In the case of a long-term absence (3 or more days), parents or guardians may request missed assignments with a 24-hour advance notice. Please call 751-7080 ext. 2006. Parents may also use FOCUS or Schoology to see missed assignments. Assignments should be picked up in the main office. Upon return to school, students must still check with teachers for any additional work or missed tests/quizzes.
- When signing students out early, a doctor's note must be presented in order for it to count as an excused absence.

Tardy Procedure

Students are expected to arrive at their scheduled class before the tardy bell rings at 9:20 AM. Students will be considered tardy if they are not in the class before the tardy bell. **Students arriving at school after the tardy bell must report to the main office with a note from the parent/guardian explaining the reason for the tardy.**

- First Offense (3 unexcused tardies): Counseled and warned by Dean and parent phone call
- Second Offense: Discipline referral and lunch detention
- Third Offense: Discipline referral and 1-day of ISS
- Fourth Offense: Discipline referral/ and 1-2 days of ISS
- Subsequent Offense: Discipline referral and 1-3 days of ISS and parent conference

Early Student Dismissal

Students leaving school before the regular dismissal bell must:

- Submit a written request to the office from a parent/guardian prior to the start of the school day.
- Obtain a special permission slip issued at the student services desk. **Students will not be released during the last period of the school day without this slip.**
- Show the slip, at the appropriate time, to the teacher before being excused to leave the classroom.
- Report immediately to the main office.

A parent, guardian or designee must come into the main office with photo identification to sign the student out prior to leaving campus. We will not release a student to an unauthorized person during the school day. Only those people listed on the Student Personal Information Card with proper identification will be allowed to pick up a student.

Any student returning to school on the same day must again sign in with the main office.

Withdrawal Procedures

Please notify the registrar at least **three** days in advance of withdrawing a student from school. Proper withdrawal of a student requires time on the part of the office staff and teachers. All textbooks, novels, library books from the Media Center, and locks must be returned. The registering parent/guardian signature is required for student withdrawal. The appropriate completion of the withdrawal process will assist with successful transition to the new school.

Course Offerings & Requirements

Middle school basic education course offerings are selected from the Course Code Directory of the State of Florida and the Department of Education and then approved by the Deputy Superintendent of Instructional Services. Required course of study for grades six, seven, and eight will include:

- Language arts, mathematics, science, and social studies for one school year in each grade. Algebra I Honors, Spanish I & II, Geometry I Honors, Integrated Science Honors, Digital Info Technology, and English I Honors may be taken for high school credits if the student meets specific placement criteria.
- Electives such as Agriculture, Technology Education, Computer Education, Family & Consumer Science, Art, News Crew, media aide, office aide and Music (band, chorus, and/or orchestra).
- Regularly scheduled Physical Education.

Textbooks

Textbooks are issued to all students. Textbooks are the property of the School District and must be returned in good condition. Parents/guardians will be charged for damaged or lost textbooks. All fees are paid to the school's bookkeeper.

Homework

Homework is vital to success across BRMS' curriculum and has a direct effect on students' grades. Students should expect to receive homework that requires an increasing amount of time and effort. Students may also be asked to complete projects that call for long-range planning, independent study, gathering of information and the ability to follow directions.

Media Center

The Media Center is open daily before and after school unless otherwise posted.

General Media Center Privileges:

- * Media Center privileges are based on general school rules and include the use of QUIET voices (whisper).
- * No food, drinks, candy, or gum are permitted in the Media Center.
- * Individual students may use the Media Center during the day with a pass.

Circulation Responsibilities:

- * A student's photo ID is required for book check-outs.
- * A student may check out two books for two weeks.
- * Books may be renewed for an additional two weeks.

- * Students will be charged \$.05 per school day for each overdue book, up to a maximum of \$3.00 per overdue book. Books may not be checked out or renewed until fines are paid.
- * A student will be charged the replacement cost for a damaged or lost book.
- * If overdue books are not returned and if fines are not paid, student privileges such as field trips and dances may be denied.
- * The Manatee County School District uses a web-based circulation system that links all public schools in our district. Students who transfer from another school while owing overdue books or fines to their previous school will not be permitted to borrow books from our Media Center until these books are returned and fines paid. The Media Specialist will provide assistance as needed.

Quarterly Scholastic Grades

Letter grades are used in middle school. Failure to meet the minimum requirements is indicated by an "F". Letter grades indicate the following numerical ranges, grade points and definitions:

LETTER GRADE	NUMERICAL RANGE	GRADE POINT DEFINITION
A	90-100	4.0 OUTSTANDING
B	80-89	3.0 ABOVE AVERAGE
C	70-79	2.0 AVERAGE PROGRESS
D	60-69	1.0 LOWEST ACCEPTABLE PROGRESS
F	59-0	0.0 FAILURE
I	0	I INCOMPLETE
W		W WITHDRAWN

Quarterly Citizenship

In addition to the academic grade in each course, a grade for citizenship is also earned. The citizenship grade is numeric and is the teacher's professional assessment of a student's attitude and conduct.

1 – **Excellent:** The student exhibits **outstanding behavior** and citizenship, has respect for adults and fellow students, respect for the learning environment and compliance with classroom procedures and expectations. The student may also be a positive role model for others.

2 – **Satisfactory:** The student is **generally respectful** of others and the learning environment and follows classroom procedures and expectations. The student does not disrupt the learning environment of other students.

3 – **Needs Improvement:** The student exhibits **inappropriate behavior** that interferes with the learning of others. The student's behavior has required teacher intervention and parent contact. The student must follow classroom procedures more consistently.

4 – **Unsatisfactory:** The student's classroom behavior is **disruptive** to the learning environment. The student is defiant toward or disrespectful to the teacher. The student's behavior has resulted in parent contact, teacher interventions and/or disciplinary referrals. *Note:* The teacher must have given the student a 4 on the progress report or must have communicated with the student's parent/guardian via phone, parent/guardian conference, or email before a 4 can be given on the report card.

Renaissance Program

As part of our goal of promoting academic excellence, BRMS has adopted the nationally recognized Renaissance Program. The Renaissance Program is designed to encourage academic performance and to build partnerships between schools and businesses. It rewards and recognizes students for academic achievement and academic improvement. It recognizes staff as valued professionals and promotes increased parent/guardian involvement in our school community. The Renaissance program also helps to build a safe and positive learning environment by reinforcing outstanding behavior and good character.

Quarterly Renaissance Scholastic Recognition

Highest Honors – GPA of 4.0 or higher

Honors – GPA ranges from 3.3 to 3.9

"High Five" Club - GPA below 3.3 and at or above a 2.0 (with no grade less than a C) with an improvement by 0.5 from last report card

In addition to the above requirements, students must not have any out of school suspensions (OSS / ATOSS), in school suspensions (ISS), any more than 3 unexcused absences per quarter, or "3's or 4's" in citizenship on their report card. Students must wear their Renaissance shirt, have their Renaissance card and wear their student ID badge in order to participate in activities. Students must not mark, cut, damage or lose their Renaissance t-shirt or card. Replacement shirts are available for \$10.00 and replacement cards for \$5.00 and a reduction in the number of privileges.

**Revocation of Renaissance privileges will be determined by school administration based on disciplinary actions, citizenship and/or attendance during the quarter of eligibility.*

Quarterly Positive Behavior Recognition*

We believe that students who display respect, pride, and good citizenship should also be acknowledged. In order to be eligible for a quarterly reward and celebrate Striding with Pride on the BRMS campus, students must meet the following criteria.

- Students with no out of school suspensions (OSS / ATOSS)
- Students with no in school suspensions (ISS)
- Students with fewer than 3 unexcused absences per quarter
- Students with no “3’s or 4’s” in citizenship on their report card
- Students must have a 2.0 GPA with no grades of F on their report card

Principal’s Award

At the end of the year, the Principal recognizes students who earn a minimum 4.0 GPA and all 1’s in citizenship in quarters 1, 2 and 3 on report cards.

Golden Panther Award

This prestigious award is presented to a select group of 8th grade students who have earned a minimum 4.0 GPA in every quarter of middle school, through 3rd quarter of 8th grade. In addition to the GPA requirement, Golden Panther recipients have also earned the highest citizenship marks (1s) in every class, every quarter. Based on grades and citizenship, the teachers at BRMS view our Golden Panther Award recipients as the highest possible achievement as a panther! This distinctive award is presented to students at the Eighth Grade Dance.

Eligibility for the 8th Grade Reward Dance

A student must **NOT** have:

- Any (OSS) or ATOSS in 2nd Semester.
- **MORE THAN THREE** days ISS / not to exceed 21 class periods in 2nd Semester.
- **ANY** overdue books or outstanding fines owed to the Media Center and/or outstanding charges to the Cafeteria.
- A 4 in citizenship on the quarter 3 report card or quarter 4 progress report.
- **MORE THAN TEN** unexcused absences for the entire school year.
Any student receiving a referral after the 4th quarter progress report may lose eligibility to attend end of year events upon administrative review. There will be no appeals.

Eligibility for End of Year Trips

A student must **NOT** have:

- Any (OSS) or ATOSS all year.
- **MORE THAN THREE** days ISS / not to exceed 21 class periods in 2nd Semester.
- **ANY** overdue books or outstanding fines owed to the Media Center or outstanding charges to the Cafeteria.
- A 4 in citizenship on the quarter 3 report card or quarter 4 progress report.
- **MORE THAN TEN** unexcused absences for the entire school year.
- Student must **not** be at risk of failure to attend trips.
Any student receiving a referral after the 4th quarter progress report may lose eligibility to attend end of year events upon administrative review (including the 8th Grade Dance). There will be no appeals.

Principal’s Recognition Reward

Criteria for the Principal’s Reward includes a 3.5 GPA or higher for quarters 1, 2, and 3 **or** all 1’s in citizenship for quarters 1, 2, and 3. There will be no appeals for this event.

In addition, a student must NOT:

- Have ANY threes or fours in citizenship on any report card.
- Any grade less than C during the school year.
- Have ANY out of school suspensions or ANY in school suspensions during the year.
- Have more than three **unexcused** absences cumulative from beginning of the school year up to and including the day of the event.

Academic Field Trips

Teachers may schedule off-campus field trips to enhance curriculum offerings. **At the teacher’s discretion, a parent or legal guardian may be required to accompany their child on any field trip. Any student not attending a field trip will be provided an alternative assignment.**

****Students must ride school transportation to all field trips, when provided. Students not invited to attend will not be permitted to come along and join the trip activities with our students.**

School Dances/After School Activities

- Dances and other after school activities may be scheduled throughout the school year.
- School dances normally begin immediately following the final dismissal bell or at a later time.
- Visitors (except parents/guardians of students) are not allowed at dances.
- If a student leaves the room where the dance is held, they may not come back in unless they receive prior permission from a teacher.
- Dress for the dances or after school activities is regular school dress, unless it is a formal engagement. If a student is not appropriately dressed, they will not be admitted or will be asked to leave, at which time a parent will be contacted.
- All school rules apply at dances and other after school activities.
- Students may not go to their PE locker, during or after the dance, unless otherwise directed by a teacher chaperone.
- Ride arrangements must be made before coming to school on the day of the dance or after school activity. A phone may be used for emergencies only. Students should schedule their ride to arrive promptly after the dance or activity ends.

****Eligibility to attend ALL school events, trips and activities is subject to Principal discretion****

Use of the Vending Machines

Students will not have use of the vending machines. Soda machines are not permitted for student use.

Use of the Telephone

Students will not be called from class to the telephone except in case of an emergency. At the teacher's discretion, students may be permitted to use a school phone located in the main office. Please conduct all personal business at home before leaving for school. **Parents/Guardians should refrain from calling to leave messages for students except in the case of an emergency. Due to our strict cell phone policy, parents should not call or text a child's cell phone during the school day.**

Safe Learning Environment

Providing a safe learning environment is a top priority. We have **NO TOLERANCE** for violence (including bullying and sexual harassment), weapons, or drugs. In order to promote a positive and respectful school climate, we believe an appreciation of diversity and an emphasis on personal responsibility are core values of a caring community. Our school is dedicated to a violent free environment (including bullying and sexual harassment), with no weapons and drugs and we seek the assistance of students, staff, and parents in order to do so.

Please refer to the following definitions to help in identifying a bullying or sexual harassment situation:

Bullying is repeatedly delivered to a victim with an attitude of contempt and is designed to give the bully a feeling of power and control. The victim feels oppressed and often fearful. Bullying behavior can be categorized as: (1) Physical aggression (punching, hitting, tripping, shoving); (2) Verbal aggression (taunts, teasing, racial/ethnic/religious slurs, intimidation); and/or (3) Social aggression (spreading rumors, being excluded from a social group, graffiti, "slam books", and cyber-bullying by using electronic means (internet, text messaging, web postings, chat rooms.) See <http://www.stopbullying.gov> for more information on bullying.

Sexual harassment is behavior that is unwanted attention or requests of a sexual nature. Some examples are: crude comments or jokes of a sexual nature, comments about a person's body or physical attractiveness, graffiti with sexual content, gestures of sexual meaning, comments about a person's sexual identity, stalking, unwanted touching, requests for sexual favors and spreading rumors of a sexual nature.

It is expected students will report all incidents involving violence (including bullying, and sexual harassment), weapons and/or drugs to an adult on campus. The incident will be investigated by an administrator and/or the SRO. Consequences are set forth by our School District and school's discipline code of conduct.

General School Rules

In an effort to provide the students of BRMS a safe and educationally sound environment, the following school-wide disciplinary plan was developed with the input of faculty and students.

Respect for yourself, others and the school are evident in all rules of conduct.

- Students will be in the classroom before the tardy bell rings and will stay there until given permission to leave by a teacher.
- Students are not permitted out of the classroom 5 minutes after the tardy bell rings and 5 minutes before the end of the class period.
- Students will come prepared for class with all materials and assignments. Students will remain on task.
- Students will behave in a manner that is not distracting to the teacher or other students.
- Students should raise their hands to be recognized and not interrupt others.

- Students will not bring non-school items from home. Some examples include cologne, perfume, laser pointers, rubber bands, balloons, glass containers of any type, playing cards, hacky sacks, or any type of item considered a toy or for recreational use, (exceptions may be made for reward activities and /or field trips).
- Students will show respect for school property and the rights and property of others.
- Students are not to run or horseplay on campus at any time, except when permitted in physical education classes.
- Students are not permitted to eat or drink during class without teacher permission.
- Students are not permitted to have Public Display of Affection (PDA) on campus.
- Students are not to loiter in the hallways during class changes.
- NO gum is permitted on campus.
- IDs must be visible at ALL times. ALL DAY.

Interventions for Violation of General School Rules

The interventions for students violating the above general school rules are as follows:

- Verbal warning or Discipline Card signature.
- Discipline Card signature and teacher calls parent/guardian.
- Appointment with Dean and Dean calls parent/guardian.
- Referral to Dean and Dean calls parent/guardian.
- Additional Referrals to Dean and Dean calls parent/guardian

The following behaviors are examples of very serious infractions and will be referred directly to an administrator:

- Fighting;
- Instigating or encouraging students to fight or break other school rules;
- Possession and/or use of controlled or illegal substances or alcoholic beverages. The possession of non-alcoholic beer;
- Theft, vandalism (including graffiti), assault, extortion, misuse of lunch program, gambling, or other criminal acts;
- Threatening, intimidating, or stalking students or school staff members;
- Bullying (as defined on page 17);
- Smoking and/or possession of cigarette, e-cig, vape or other tobacco products;
- Written or verbal proposition to engage in sexual acts, sexual battery, or sexual harassment (as defined on pg. 17);
- Offensive touching of another person;
- Activation of a fire extinguisher or fire alarm system;
- Leaving school without authorization;
- Trespassing, arson, bomb threats, any threats of violence or bullying on social media, through text or any other means
- Possession of a firearm (or reasonable facsimile), knife, explosive or other dangerous object of no reasonable use to a student on the school or adjacent grounds;
- Preparing, possessing or igniting explosives;
- Possession of obscene or suggestive material;
- Gang or cult-related activity or behavior; and/or
- Failure to follow teacher directions during an emergency procedure.

Formal Disciplinary Actions

Before any disciplinary action is taken, a student is entitled to a due process hearing. Due process, basically, is notice to the student of the disciplinary charge and the opportunity to present their side of the story. If the immediate suspension of a student is necessary due to a serious breach of conduct, the necessary notice and conference will follow as soon as practical. The discipline matrix will be used as a guide by assistant principals and deans for referrals based on behavior infractions and violations of school rules.

Guidelines for Student Dress and Grooming

Our goal is to formulate a dress code which will promote quality education and behavior acceptable to the working environment. Students must wear modest clothing consistent with community standards as determined by the staff and administration in accordance with the district policy. Appropriate student grooming and dress are the responsibility of the student and parent/guardian. **All students must follow the school's dress code.** Student attire that is deemed a disruption to the learning environment will be considered a violation to the Dress Code policy. In a case of questionable dress, the assistant principal or dean will make the final decision. Violations of the dress code will be addressed as per the discipline matrix.

Acceptable:

- All clothing should be size appropriate and modest; this means they should not be too large, too small or too tight and will cover all personal areas and undergarments appropriately:

- Skirts/shorts/skort hemline will be no shorter than the tip of the longest finger
- When measuring skirts, dresses, or shorts with slits, the top of the slit must be below the tip of the longest finger
- Shorts/skirts/pants must be fastened around the waist; no sagging

- Students may wear nylon warm up suits that fit properly and are in good condition.
- Students will keep themselves well-groomed, clean, and neatly dressed at all times.

Unacceptable:

- **All tight fitting jeans, yoga pants, or jeggings must have a back pocket or be covered by a shirt or dress that is fingertip length**
- Clothing that exposes cleavage/bra/undergarments/bare midriff, clothing depicting and/or promoting violence, drugs, tobacco, sex, alcoholic beverages, obscene or suggestive language/gestures; any garment which is revealing during standing, bending, sitting, or moving;
- Pajamas or sleepwear, including lounge pants;
- **No leggings (All tight fitting jeans, yoga pants or jeggings must have a back pocket)**
- Bare midriffs, backless tops, sheer/see through garments, and oversized arm holes, unless worn with an appropriate under shirt;
- Gang paraphernalia, jewelry, tattoos, or other insignias that display, suggest, provoke or may tend to provoke violence or disruption;
- **Jeans, pants, or shorts with rips or cuts must not expose any bare skin.**
- Spandex/bicycle/racing shorts;
- Shorts, skirts, or garments covering tights or leggings must be appropriate in length;
- All clothing underneath jackets, cardigans, etc. must be appropriate. Halter tops, tank tops with spaghetti straps, etc. are not allowed underneath jackets;
- **Spaghetti straps of any kind are not permitted.**
- **Tank-tops must be at least two inches in width on the shoulders AND have an under-shirt with sleeves OR an over-shirt that is worn at all times.** Otherwise, tank tops are not allowed.
- Sunglasses, hats, visors, bandanas, or other head apparel are not to be worn or displayed on campus during the student day or within the school facilities at any time;
- Jewelry depicting and/or promoting alcoholic beverages, drugs, sex, tobacco, obscene language/gestures, gang affiliation or violence;
- No facial / tongue piercings are permitted. Only ear piercings are allowed.
- Writing on clothing, arms, legs, or face;
- Neck straps, collars, belt key chains and inappropriate jewelry (no spikes on necklaces, belts or armbands)-lanyards are allowed for ID badges only;
- Clothing normally worn when participating in school sponsored extra-curricular or sports activities may be worn to school when approved by the sponsor, coach, or Principal (e.g. team shirts, cheerleader, band/chorus/orchestra uniforms, dance team, etc.).
- Students are not permitted to wear or change into their PE clothes during the school day other than while in PE class unless directed to by an administrator.

Shoe Policy

Safe and appropriate footwear must be worn. Inappropriate footwear includes, but is not limited to roller skates, skate shoes, and bedroom slippers.

Locks and Lockers

Each student in Physical Education (PE) is assigned a locker, in the locker room, for use during the school year. Students are not to share lockers or give out their locker combinations. Combination locks are also loaned to students for use on the lockers. **Only school locks are to be used. The replacement cost for a lost or damaged lock is \$5.00.**

Lost and Found

A student may contact the main office concerning lost items. If a student finds something that does not belong to them, they are expected to turn the item in to the main office.

Personal Property

Students are strongly discouraged from bringing large amounts of money, costly equipment, or valuable belongings to school. **BRMS will not be responsible for lost or stolen items.**

Cafeteria Services

Breakfast is provided free for all students that would like breakfast. The school provides a lunch program for those students who wish to participate. The cost is \$2.75 (\$3.00 for Dominos Meal) and \$.40 for reduced lunch. Payments to student's accounts can be made at MyPaymentPlus.com. A student's account can also be credited in the cafeteria Monday-Friday. Checks are acceptable or visit the website MyPaymentPlus.com. **The student is responsible for presenting their ID card to the cashier each day. Students may charge one time and no further charges can be incurred until previous charge is fully paid (a-la-carte is not included).** Any student who forgets money may call someone to bring lunch or money in the main office with permission. Do not wait until lunchtime to make this call. If parents/guardians have a special problem, please call the cafeteria manager at 751-7080 ext. 2084.

Free and Reduced Lunch Program

State and federal guidelines determine eligibility for free or reduced lunches. If a family's income level changes during the school year, an application can be submitted online at <http://www.manateeschoolfood.net/onlineapp.html> or a form may be requested in the cafeteria. A student misusing the free or reduced lunch privilege may lose the privilege. **Applications must be submitted each school year.**

Cafeteria Rules

In order to keep the cafeteria clean and attractive, the following rules will be enforced.

- Students are to keep the cafeteria lines orderly.
- Students should never run or push; they should walk to the cafeteria keeping their hands and feet to themselves.
- Students are to keep tables and floors clean.
- Students should always remain seated while eating. They must get permission to leave their seat from a staff member in the cafeteria.
- Students should always talk in a normal voice.
- Students are not permitted to leave the cafeteria without permission from a staff member.

Clinic

Medication: Students requiring medication must notify the school nurse. The parent or guardian must bring in the prescription (with label) and/or over-the-counter medication to the school's clinic and sign appropriate authorization forms. Student safety does not allow students to bring any prescription or over-the-counter medication to school. **Unauthorized possession could result in serious disciplinary consequences as determined by their administrator after the situation has been investigated.**

Medical Needs: Teachers refer students who become ill or injured at school to the clinic using an orange clinic pass. Parents/Guardians will be contacted if necessary. If a parent/guardian is contacted by school health personnel, they should make arrangements to pick up the student within 30 minutes. The clinic does not have adequate space to retain sick or injured students who must go home or to a doctor. A student will not be permitted into the clinic without an orange pass or a call from administration.

If there is a medical or physical condition that we should be aware of, please inform the school health personnel so that we may share this with appropriate staff members. A student's physical and educational well-being is vital for a successful school year. Frequent visits to the clinic may be an indication of an underlying medical problem and will be reported to parents/guardians.

Elevator Passes: Students who are physically unable to use the stairs must request a pass from the school health personnel in order to use the elevator. Students must have a doctor's note in order to obtain an elevator pass.

Fire and Severe Weather Drills

Whenever a fire alarm sounds, students are to walk quickly and without talking to the nearest outside door. They should make a mental note of the fire exit plan posted in the classroom as well as the directions given by the teacher. Students should regroup with their class, once outside, for roll call to make sure everyone is out safely.

Students are to move to the assigned shelter area under their teacher's direction quickly and without talking during a severe weather drill, or in the case of a tornado or other severe weather. **NO TALKING IS ALLOWED IN THE SHELTER AREA.** As required by statute 7020, active intruder and other emergency drills are practiced regularly. This practice allows your child to become familiar with emergency procedures in the event there is an intruder on campus. Students are informed by their teachers or by the intercom of what is expected.

Braden River Middle School Discipline Matrix 1st and 2nd Level Offenses

Offense Type	1st Offense	2nd Offense	3rd Offense	4th Offense	5th+ Offenses
Level 1 Offense					
Repeated Level 1 offenses could result in a stronger consequence.					
Attendance Violation	Lunch Detention	Lunch Detention	1-2 Days ISS, LOP	2-3 Days ISS	3-5 Days ISS
Bus Referral	See Code of Student Conduct				
Disruptive Behavior	Lunch Detention	Lunch Detention, TMO	1 Day ISS, LOP	1-3 Days ISS, or 1 Day OSS	3-5 Days ISS, or 1-3 Days OSS
Dress Code Violation	CAW	Lunch Detention	1 Day ISS, LOP	1-2 Days ISS	2-3 Days ISS
Disrespect Towards Others	Lunch Detention	1 Day ISS, LOP	1-2 Days ISS	1-2 Days OSS	2-3 Days OSS
Failure to Serve Consequence	1 Day ISS	TMO, 1-2 Days ISS, or 1 Day OSS	2-3 Days ISS, 1-2 Days OSS, LOP	3-4 Days ISS, 2-4 Days OSS	4-5 Days ISS, 4-6 Days OSS
Horseplay	Lunch Detention	Lunch Detention	1-3 Days ISS	1-2 Days OSS, LOP	2-4 Days OSS, LOP
Identification Infraction	CAW	Lunch Detention	AWD	1 Day ISS	1-3 Days ISS, LOP
Inappropriate Behavior	Lunch Detention	1 Day ISS	1-2 Days ISS, 1-2 Days OSS, LOP	2-3 Days ISS, 2-4 Days OSS, LOP	3-4 Days ISS, 4-6 Days OSS
Medication Policy Violation	CAW	Lunch Detention	AWD	1-2 Days ISS	1-3 Days OSS, LOP
Tardies, Habitual	CAW	Lunch Detention	LOP	1 Day ISS	1-3 Days ISS
Technology – Inappropriate or Unauthorized Use	CAW	Lunch Detention	1 Day ISS	1-3 Days ISS, CFS, LOP	1-2 Days OSS, EXC, CFS, LOP,
Level 2 Offense					
Aggression, Non-Physical	1-2 Days ISS	3-5 Days OSS, LOP	5-7 Days OSS, LOP	7-10 Days OSS, LOP	7-10 Days OSS, LOP
Bullying, Non-SESIR	1-2 Days ISS, CFR	2-4 Days ISS, CFR, LOP	1-3 Days OSS, LOP	3-6 Days OSS, LOP	6-10 Days OSS, LOP, ALT
Cheating	Zero, 3 or 4 on conduct	Zero, 3 or 4 on conduct	Zero, 1 Day ISS, LOP	Zero, 1-3 Days ISS, LOP	Zero, 1-3 Days OSS, LOP
Contraband, Possession	1-2 Days ISS, 1-2 Days OSS, CFS	2-4 Days ISS, 2-4 Days OSS, LOP, CFS	4-6 Days OSS, LOP, CFS	6-8 Days OSS, CFS, LOP	8-10 Days OSS, CFS
Defiance	1-3 Days ISS	3-5 Days ISS, LOP	1-2 Days OSS	2-3 Days OSS	3-5 Days OSS, DIS
Disrespect towards Staff or Authority	1-3 Days ISS	3-5 Days ISS, 1-3 Days OSS, LOP	3-5 Days OSS, LOP	5-7 Days OSS, LOP, DIS	7-10 Days OSS, LOP, ALT
Electronic Cigarette Possession	1-2 Days ISS CFS, RLW	2-4 Days OSS, CFS, RLW	4-6 Days OSS, CFS, RLW	6-8 Days OSS, LOP, CFS, RLW	8-10 Days OSS, LOP, CFS, RLW
Endangerment	1-2 Days OSS	2-4 Days OSS, LOP	4-6 Days OSS, LOP, BCM	6-8 Days OSS, LOP	8-10 Days OSS, LOP, DIS, ALT
Harassment, Non-SESIR	1-3 Days ISS	1-4 Days OSS, LOP, CFR	4-6 Days OSS, LOP	6-8 Days OSS, LOP, DIS	8-10 Days OSS, LOP, ALT
Leaving Campus Without Authorization	1-2 Days ISS	2-4 Days ISS	1-2 Days OSS, LOP	2-4 Days OSS, LOP, DIS, RTI	4-6 Days OSS, LOP, ALT
SESIR Tobacco Possession or Use	1-2 Days OSS CFS, RLW	2-4 Days OSS, CFS, RLW	4-6 Days OSS, CFS, RLW	6-8 Days OSS, LOP, CFS, RLW	8-10 Days OSS, LOP, CFS, RLW,
Theft / Larceny (Under \$300)	1-3 Days OSS, RLW, RES	3-5 Days OSS, RLW, RES, LOP	5-7 Days OSS, RLW, RES, LOP	7-10 Days OSS, RLW, RES, LOP	7-10 Days OSS, RLW, RES, LOP, ALT
Vandalism (Under \$1,000)	1-3 Days OSS, RES	3-5 Days OSS, RES, CMS, LOP, RLW	5-7 Days OSS, RES, CMS, LOP, RLW	7-10 Days OSS, RES, CMS, LOP, RLW, DIS	7-10 Days OSS, RES, CMS, RLW, LOP, ALT

It should be understood that this matrix is a guideline and may be modified based on circumstance. Please see our county's Student Code of Conduct for the complete matrix. All students are responsible for being aware of this matrix's contents. The Principal or Principal's designee has the final responsibility for assigning consequences and determining violations. Infractions the last week of school may result in automatic Out of School Suspension the remainder of the school year and/or the beginning of the next school year.

Common Codes Key:

LOP= Loss of Privileges
 ALT=Alternative Placement
 CFS=Confiscation

RLW=Refer to Law Enforcement
 CFR=Conflict Resolution
 ISS- In School Susp.

RES=Restitution
 LTD- Lunch Detention
 OSS- Out of School Susp.

AWD=Work Detail
 CAW=Counsel and Warn
 RLW=Law Enforcement

Offense Type	Level 3 Offense				
	1 st Offense	2 nd Offense	3 rd Offense	4 th Offense	5 th Offense
Aggression, Physical	1-3 Days ISS, 1-3 Days OSS, LOP, CFR	3-5 Days OSS, LOP	5-7 Days OSS, LOP	7-10 Days OSS, LOP, ALT	7-10 Days OSS, LOP, ALT
SESIR Alcohol Possession, Use, or Distribution	5-10 Days OSS (5 with SAFE), RLW	5-10 Days OSS, ALT (auto), RLW	-	-	-
SESIR Bullying	1-4 Days OSS	4-6 Days OSS, LOP	6-8 Days OSS, LOP, RLW	8-10 Days OSS, LOP, RLW, ALT	-
Contraband, Sale	1-4 Days OSS, LOP, CFS	4-6 Days OSS, LOP, CFS	6-8 Days OSS, LOP, CFS, RLW	8-10 Days OSS, CFS, RLW, LOP, ALT	-
Dating Violence or Abuse	1-4 Days OSS, LOP, RLW	4-6 Days OSS, LOP, RLW	6-8 Days OSS, LOP, RLW	8-10 Days OSS, RLW, LOP, ALT	-
SESIR Drug Possession or Use	5-10 Days OSS (5 with SAFE), RLW	5-10 Days OSS, ALT (auto), RLW	-	-	-
Fighting, Non-SESIR	5-10 Days OSS, CFR	5-10 Days OSS, CFR	5-10 Days OSS, ALT	-	-
Gang-Related Activity	1-5 Days OSS, RLW	5-10 Days OSS, RLW, ALT (auto)	-	-	-
SESIR Harassment	1-4 Days OSS	4-6 Days OSS, LOP	6-8 Days OSS, LOP, RLW	8-10 Days OSS, LOP, RLW, ALT	-
SESIR Hazing	1-4 Days OSS, LOP	4-6 Days OSS, LOP, PCN	6-8 Days OSS, LOP	8-10 Days OSS, LOP, ALT	-
Other Serious Misdemeanor	1-3 Days OSS, LOP	3-5 Days OSS, LOP, PCN	5-7 Days OSS, LOP	7-10 Days OSS, LOP, ALT	-
SESIR Theft/Larceny (Over \$300)	1-4 Days OSS, RLW, RES	4-6 Days OSS, RLW, RES, LOP	6-8 Days OSS, RLW, RES, LOP	8-10 Days OSS, RLW, RES, LOP, ALT	-
Sexting	1-2 Days OSS, RLW	2-4 Days OSS, RLW, LOP	4-6 Days OSS, RLW, LOP	6-8 Days OSS, RLW, LOP	8-10 Days OSS, RLW, LOP, ALT
SESIR Sexual Harassment	1-10 Days OSS, RLW	5-10 Days OSS, RLW	5-10 Days OSS, RLW, ALT	-	-
SESIR Sexual Other	1-10 Days OSS, RLW, ALT	5-10 Days OSS, RLW, ALT	-	-	-
SESIR Trespassing	1-2 Days OSS, RLW	2-4 Days OSS, RLW, LOP	4-6 Days OSS, RLW, LOP	6-8 Days OSS, RLW, LOP, ALT	8-10 Days OSS, RLW, LOP, ALT
SESIR Vandalism	5-10 Days OSS, RES, RLW, AWD	5-10 Days OSS, RES, AWD	-	-	-
Level 4 Offense					
SESIR Arson	5-10 Days OSS, RLW, ALT	5-10 Days OSS, RLW, ALT	-	-	-
SESIR Battery	5-10 Days OSS, RLW	5-10 Days OSS, RLW, DIS, ALT	5-10 Days OSS, RLW, ALT	-	-
SESIR Disruption on Campus	5-10 Days OSS, RLW, ALT	5-10 Days OSS, RLW, DIS, ALT	5-10 Days OSS, RLW, ALT	-	-
SESIR Drug Distribution	5-10 Days OSS, ALT (auto), RLW	-	-	-	-
False Accusation	5-10 Days OSS, ALT	5-10 Days OSS, ALT	-	-	-
SESIR Fighting	5-10 Days OSS, CFR	5-10 Days OSS, CFR, DIS	5-10 Days OSS, ALT	-	-
SESIR Other Major	5-10 Days OSS, ALT, RLW	5-10 Days OSS, ALT, RLW	-	-	-
SESIR Physical Attack	5-10 Days OSS, RLW	5-10 Days OSS, RLW, DIS, ALT	5-10 Days OSS, RLW, ALT	-	-
SESIR Robbery	5-10 Days OSS, RLW, ALT	5-10 Days OSS, RLW, ALT	-	-	-
SESIR Sexual Assault	5-10 Days OSS, RLW, ALT	5-10 Days OSS, RLW, ALT	-	-	-
SESIR Sexual Battery	5-10 Days OSS, RLW, ALT	-	-	-	-
SESIR Threat	5-10 Days OSS, RLW	5-10 Days OSS, RLW, RTI, DIS, ALT	5-10 Days OSS, RLW, ALT	-	-
Weapon-Like Contraband	5-10 Days OSS, RLW, ALT, DIS	-	-	-	-
SESIR Weapon Possession or Use	5-10 Days OSS, RLW, ALT	-	-	-	-

ELA FSA Data

	20_____	20_____	20_____
My Level			
My Score			

MY GOALS

I will improve my score by one or more achievement levels on this year's FSA ELA Test by at least _____ points and/or to achievement level _____.

I plan to achieve this goal by taking the following 2 *action* steps.

1. _____
2. _____

Benchmark Assessment		
Quarter 1	Quarter 2	Increase/Decrease
ELA Writing	ELA	
After examining my scores, I am going to improve by:		
	I am proud of myself for:	

Quarter Grades in Language Arts Class

Goal	Quarter 1	Quarter 2	Quarter 3

Math FSA Data

	20____	20____	20____
My Score			
My Level			

MY GOALS

I will improve my score by one or more achievement levels on this year's FSA Mathematics Test by at least _____ points and/or to achievement level _____.

I plan to achieve this goal by taking the following 2 *action* steps.

1. _____

2. _____

	Benchmark Assessment		
Quarter 1	Quarter 2	Increase/Decrease	
Score	Score		
Level	Level		
After examining my scores, I am going to improve by:			
I am proud of myself for:			

Quarter Grades in Math Class

Goal	Quarter 1	Quarter 2	Quarter 3