

# R. Dan Nolan Middle School

## 2024-2025



6615 Greenbrook Boulevard  
Bradenton, Fl. 34202  
Office: (941) 751-8200  
Fax: (941) 751-8210

The staff of Nolan Middle School welcomes you to the 2024-2025 school year. We hope this will be a great year for students, parents, and teachers. This handbook has been prepared for Nolan Middle School students and addresses our policies and procedures at our school. **The Student Handbook is to be used in conjunction with the School District of Manatee County of Student Conduct.** This information has been carefully prepared so that it will help students become an integral part of our school.

*It is the parents and student's responsibility to review all materials applied herein.*

*Receipt of this planner signifies acceptance of all policies.*

November 2024							
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	

Nov 25-29 Thanksgiving Holiday  
Thanksgiving Day - All District Sites Closed  
Nov 28

March 2025									
S	M	T	W	Th	F	S			
	1					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 7	Professional Learning Early Release
Mar 14	Early Release
Mar 14	End Of 2 (46 days)
Mar 17-21	Spring Break - All Schools Closed

July 2023									
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					

	School Involving Teacher Working
	and Holiday
	Last Day for Students
	MS/MC Exams
	Professional Learning Early Release
	No School for Students
	First Day for Students
	District Inservice
	Teacher Magnet/No School for Students

## **Nolan Middle School - Mission Statement**

*"Our mission is to develop and sustain a school in which all learners empower themselves to achieve success."*

## **Telephone Numbers**

Main Office:	941.751.8200
Principal	ext. 28001
Principal's Secretary	ext. 28003
Attendance:	ext. 28008
Conferences	ext. 28011
Registrar	ext. 28004
Cafeteria	ext. 28073
Media Center	ext. 28074
Clinic	ext. 28021

## **Guidance Counselors**

Mrs. Pippin	ext. 28010
pippin2s@manateeschools.net	
Ms. Parajon	ext. 28022
parajona@manateeschools.net	

## **Administrative Team**

Mr. Auckerman, Principal	ext. 28001
<a href="mailto:auckermc@manateeschools.net">auckermc@manateeschools.net</a>	
Ms. Jones, Asst. Principal	ext. 28012
<a href="mailto:jonesl@manateeschools.net">jonesl@manateeschools.net</a>	
Mr. Sponsel, Asst. Principal	ext. 28016
<a href="mailto:sponselj@manateeschools.net">sponselj@manateeschools.net</a>	

## **School Support Specialists**

Mrs. Rigney, Student Support Specialist	ext. 28037
<a href="mailto:rigneyh@manateeschools.net">rigneyh@manateeschools.net</a>	
Mr. Jeffers, Student Support Specialist	ext. 28051
<a href="mailto:jefferss@manateeschools.net">jefferss@manateeschools.net</a>	

## **To contact a teacher or administration via e-mail**

Go to FOCUS

<https://focus.manateeschools.net/focus/>

## **Nolan Middle School Website:**

<http://www.edline.net/pages/sdmcnolanms>

## **Check us out!**

<https://www.facebook.com/R-Dan-Nolan-Middle-School-426151400806870/>

## GENERAL SCHOOL INFORMATION

### YMCA Program Y-Dash:

Phone # 751-8200 ext. 28070  
Morning: 7:00 a.m. to 8:45 a.m.  
Afternoon: 4:10 p.m. to 6:00 p.m.  
PD Wed.: Only 2:40 p.m. to 6:00 p.m.

### Lost and Found:

We have a location in the cafeteria of lost and found items. Please remind your child to check the lost and found if they have lost an item. If they have lost glasses, electronics or other valuable items, those will be placed in the office if found.

**Any lost item not claimed in a reasonable amount of time will be donated.**

### Breakfast/Lunch Pricing/Time

Breakfast time: 8:50 a.m. to 9:10 a.m.

Breakfast is Free

Lunch is \$3.00

Ala Carte items and extra items will not be free.

Lunch menus and School Café (Online

Prepayment) can be accessed R. Dan Nolan

Website <https://www.manateeschools.net/nolan>

or at Schoolcafe.com

### Parent Conferences

To schedule a parent/teacher conference you must contact the school at (941) 751-8200 ext. 28011. All conferences are held between: 8:30 a.m. and 9:00 a.m.

### Grade Scale

90-100	A = 4 pts. Outstanding Progress
80-89	B = 3 pts. Above Average Progress
70-79	C = 2 pts. Average Progress
60-69	D = 1 pt. Lowest Acceptable Progress
0-59	F = 0 pts. No Progress
NG	No grade available

### FOCUS Internet Viewer (PIV)

Parents must apply for a password to allow them to view student grades, progress reports and to print report cards and attendance information. This password will remain valid as long as the student attends Nolan. Any questions regarding getting onto FOCUS please call 751-8200 x 28008. See <https://focus.manateeschools.net/focus/>

### Progress Reports/Report Cards

All progress reports and report cards will be distributed electronically through FOCUS each quarter. If access electronically is not possible, please contact the school.

### Visitors

All visitors must sign in through the Raptor system and obtain a Visitor's Pass from the school office.

**You must have a picture I.D. to obtain a visitor's pass at any time.**

### PTO/SAC Meetings

Please see Nolan's Website for proposed dates and time.

### IN LOCO Parentis

State and federal law recognizes that teachers and school administrators have a need to stand in the place of parents over children entrusted to them at school. This is a concept called in loco parentis. While this power is not equal to a parent's power over a child, it permits school personnel to exercise a degree of supervision and control over students that could not be exercised over free adults. This concept is responsible for the fact that school personnel can search without a warrant based on reasonable suspicion and are not held to the higher standard of "probable cause" by which law enforcement is bound. It is also responsible for the fact that school personnel can interrogate a student without providing him or her with Miranda warnings or allowing the student to call a parent or attorney.

**ATTENDANCE and OTHER PROCEDURES**  
**YOUR ATTENDANCE CAN AFFECT PARTICIPATION IN ATHLETICS OR  
EXTRACURRICULAR ACTIVITIES**

Communicable disease could cause changes

Florida Compulsory School Law (F.S. 1003.21) states all children who are either six years of age (or who will be six years old by February 1 of any school year), but who have not attained the age of 18 must attend school regularly during the entire school term. a. You are expected to be on time and in school for the entire student day, each school day. b. On the day of your absence, a parent or guardian should call the school to explain the absence. The absence will be excused if it meets the criteria outlined below. The parent or guardian must contact the school within 48 hours of the absence or appropriate documentation is required within 5 days. If this contact is not made, the absence will be recorded as unexcused. c. If you are continually sick and repeatedly absent from school, you must be under the supervision of a physician in order to be excused from attendance. Excessive absences will lead to a parent conference, referral to the District's Child Study Team, referral for social work services, referral to Truancy Court, and the involvement of the State Attorney. Parents who fail or refuse to cooperate with the school in the matter of regular school attendance for their child may be prosecuted for truancy by the State Attorney's Office

**\*\*Excused Absences- ONLY nine (9) absences can be excused by a parent phone call or email. Any absence after the (9) excused requires a professional note such as a (doctor's note, dental note, etc.) to excuse the absence.\*\* You will receive a message from the school stating your child has an unexcused absence.**

**Tardies to School**

Parents may excuse 2 tardies to school per quarter. The third and subsequent unexcused tardy will result in a consequence each time. This will reset each quarter.

**Leaving Early from School**

**No student will be permitted to be picked up and signed out between 3:30 PM-4:10 PM and 2:00 PM-2:40 PM on early out days.**

**Please be aware, ONLY those listed on the BIO form will be allowed to pick up the student.** The parent/person picking up the student must show a PHOTO ID before we release that student to the adult. This is a district mandate per **NCLB Safe Schools Act**.

You must send a note with your child explaining why he/she will need to be picked up early from school. The student needs to bring the note to the attendance office and give it to the attendance clerk before first period begins. The student will then be issued a pass with the time indicating when to report to the attendance office. It is important that the note contain the following information: reason for the leaving early, time and date the student needs to be at the office to be picked up, a phone number so we can contact you if we have any questions, and a parent signature. Students will **NOT** be called out of class to the office until a parent/guardian is physically in the office to sign the student out unless a note was provided prior.

Any student being signed out as sick but did not go to the clinic will be coded as an unexcused early departure until a doctor's note has been provided.

### **Make Up Work for Absences/Discipline Absences**

After an excused absence, you must arrange with your teacher for any make-up work. You have the same number of days you were absent to make up your work. This rule does not apply to some long-term assignments. (A long-term assignment is when a student has 10 or more days to complete the work.) These long-term assignments will be due on the specified date unless excused in writing by the teacher or principal. It is your responsibility to make these arrangements and to submit the make-up work within the deadlines set by the teacher(s). You do not have the right to make up work if your absence was unexcused.

It is the student's responsibility to obtain all missing assignments, test and classwork during their absence. The following means are available:

1. Utilize Focus and Schoology
2. Contact a fellow student to obtain class work.
3. Contact a teacher via email or phone.

For Frequently Asked Questions about attendance refer to Manatee County schools Code of Conduct.

<https://www.manateeschools.net/studentcodeconduct>

### **Morning and Afternoon Announcements**

Morning announcements will be broadcast each day via school closed circuit television.

The afternoon announcements will be broadcast via the school paging system. Students are required to be quiet and listen during announcements.

**No Deliveries** will be made for students in school to include items such as back packs, lunch, phones, computers, homework, projects, etc.

### **Change of Address/Phone/Email**

Any student who changes residence or phone number(s) or email during the school year should report the change to the attendance office and the registrar as soon as possible. Attendance Ext. 2008, Registrar Ext. 2004

### **Video Security on School District Property:**

In order to maintain a safe environment, the District has installed and will utilize video surveillance systems on school district property which includes busses.

### **Student Identification Badge:**

All students are required to wear an I.D. badge on a lanyard at all times when you are on the Nolan Middle School campus. Replacement of I.D. Badges cost \$5.00 and may be purchased daily in the morning at the Front Office. Your I.D. badge is required each day to be worn on a lanyard around your neck. Your ID is for school safety and will be used to purchase your lunch every day, obtaining textbooks, checking out library books, and other events.

IDs cannot be altered or destroyed. If the ID is damaged or destroyed, the student must purchase a new one at the cost of \$5.00. Lanyard replacement cost \$2.00.

IDs are required on the bus and at the north and south doors upon entry to the school.

Students receive a warning on their COLT CARD for the 1<sup>st</sup> ID violation and all subsequent ID violations will result in disciplinary action. This will reset every quarter.

### **Outside Drinks**

Beverages brought on campus are limited to water. Water containers must have a lid. Water containers must be able to fit in the backpack. Water containers that can leak, spill or be squeezed are **NOT** allowed due to

spillage and to eliminate any accidents in the hallways. Beverages purchased by parents on the way to school should be consumed prior to students exiting the vehicle. Students will be asked to dispose of any beverages that do not meet these requirements prior to entering the building. Contact the discipline department if you have any questions.

Parents may continue to pack lunches for students. Please be reminded that the Dietary Guidelines for Americans and our School District Wellness policy recommend, and limit beverages served at school to water, milk and 100% fruit and vegetable juice.

### **Student Planner**

The first student planner will be given to Nolan Middle School students free. Planners are used to record homework and other communication for the student and the parent. The planner also contains your child's COLT Cards. If a student loses their planner a replacement will cost \$5.00 while supplies last. If supplies run out students will need to visit an office supply store and purchase a planner for their child if they wish to use a planner. Since COLT Cards are in the planner, the student will need to go to the office to obtain another Colt Card, the first two lines of that quarters COLT Card will be signed for a replacement Colt Card which will result in loss of privileges.

### **Hallway Passes**

Students are not allowed in the hallways without a pass.

### **Use of Office Telephone**

**No student will be called out of class to the telephone except in case of an emergency.** Please attempt to conduct all personal business at home before leaving for school. Parents should try to refrain from calling to leave personal messages for students except in the case of an emergency. **Students MAY NOT receive or make calls or text messages on their cell phones during the school day. Students need to use the office phone to call home. They may not use their device without adult permission.**

Comply with the cell phone policy. If you need to reach your child in an emergency during the school day, contact the front office. Because cell phones and all other forms of electronic communication are to be turned off and put away out of sight once students are at school, parents should not text message or phone their children during the school day.

## **CLINIC SERVICES**

The goal of your school health staff is to provide the best possible care for your child in the event of illness or injury while at school and to promote good health and prevention of disease. The nurse is available to assist families and students with various health issues or to refer them to community resources. Please feel free to discuss any special needs your child may have that would require care and attention while at school. If you have any health-related questions or concerns, please call the clinic during regular school hours at 751-8200 ext. 28020.

**NOTE: Parents please remind your child if they text a parent during school hours about being sick and the parent shows up to pick up the student without the clinic knowing the child is sick, this may result in a disciplinary consequence for the student.**

### **Medication Policy**

Taking legal medications (prescription drugs that have been prescribed for you or over-the-counter drugs) at school, on a school bus, at any school activity, or on any field trip must strictly comply with this Medication Policy. This policy requires the following:

1. You should make every effort to administer medications at home during non-school hours.

2. All medications (including over-the-counter medications) must be prescribed by a licensed physician and must be retained in the school clinic.
3. Pursuant to Florida Statute 1002.02 – A student may possess and use a medication to relieve headaches while on school property or at a school-sponsored event or activity without a physician's not if the medication is regulated by the United State Food and Drug Administration for over-the-counter medication to relieve headaches. A document MUST be picked up from the clinic and fully completed and returned to the clinic or your child is not permitted to carry or administer his/her own medication.
4. For each medication to be administered, your parent must provide the principal or clinic staff with a written statement giving the principal or the principal's designee permission to assist in the administering of the medication. The written statement must explain the reason it is necessary for the medication to be provided during the school day. The written statement shall be on a Medication Authorization Form which can be obtained from the school's clinic and must be signed by both a parent or a guardian and the physician before medications can be administered at school.
5. You may not transport medications to school or be in possession of any medications while on school property.
6. An authorized adult must bring the medication to be administered to the school's clinic and deliver it along with a completed Medical Authorization Form.
7. Possessing medications prescribed to others is illegal and considered a Level 3 offense. h. Students with any of the following medical conditions may carry and self-administer the medications or supplies listed below to attend to their conditions while at, or in transit to or from, school or school-sponsored activities, if the school has been provided written parental and physician authorization in advance:

Student's Medical Condition: Student May Carry and Self-Administer:

**Life-threatening Allergies or Asthma** An epinephrine auto-injector

**Asthma** A metered dose inhaler

**Pancreatic Insufficiency** A prescribed pancreatic enzyme supplement

**Diabetes** Diabetic supplies, equipment, and specific food items identified in the written authorization along with a description of the activities the student is capable of performing without assistance, such as blood-glucose level checks, urine ketone testing, administering insulin, and treating hypo-or hyperglycemia

## **SCHOOL DRESS CODE**

See Student Code of Conduct for updated changes:

<https://www.manateeschools.net/studentcodeconduct>

The dress and grooming of District students shall be neat and clean, promoting a safe and positive educational environment. Apparel that disrupts educational activities and processes of the school may result in the removal of the student from the regular learning environment until acceptable apparel can be secured for the student. Failure to comply with the dress code may result in disciplinary consequences outlined in state statute and the district discipline matrix. Pursuant to F.S. 1006.07, wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the learning environment will have the following specific consequences. In addition to these consequences, the violation shall be corrected before the student is allowed back in the regular school environment:

- a. For a first offense, a student shall be given a verbal warning, and the school principal (or designee) shall call the student's parent or guardian.
- b. For a second offense, the student may be ineligible to participate in any extracurricular activity for a period of time not to exceed 5 days and the school principal (or designee) shall meet with the student's parent or guardian.
- c. For a third offense, the student will have lunch detention in a supervised area, not the cafeteria.
- d. For a fourth offense, the student may be ineligible to participate in any extracurricular activity for a period not to exceed 30 days.



- e. For a Fifth and subsequent offense, a student may receive an In-School Suspension pursuant to F.S. 1003.01(5) for a period not to exceed one (1) day and may be subject to any of the interventions listed above.

**Requirements for student dress in all schools are listed below:**

- a. All shirts and blouses must cover the midriff, back, sides, and all undergarments including bra straps at all times. All shirts, tops, and dresses shall have sleeves and cover the shoulders.
- b. Shorts, skirts, divided skirts, dresses, and culottes are allowed. They must be mid-thigh length or longer.
- c. All trousers, pants, or shorts must completely cover undergarments, including boxer shorts.
- d. All clothing, jewelry, or tattoos shall be free of the following: profanity; violent images, wording or suggestion; sexually suggestive phrases or images; gang-related symbols; alcohol, tobacco, drugs, or advertisements for such products.
- e. Safe and appropriate footwear must be worn. Inappropriate footwear includes, but is not limited to, roller skates, skate shoes, and bedroom slippers.

**Further Clarification/other requirements:**

- a. Form-fitting leotard/spandex type clothing is not allowed unless proper outer garments cover to mid-thigh length or longer.
- b. See-through or mesh fabric clothing may only be worn over clothing meeting requirements.
- c. Clothing must be appropriate in size, with the waist of the garment worn at the student's waist.
- d. Clothing and footwear traditionally designed as undergarments or sleepwear shall not be worn as outer garments.
- e. Sunglasses may not be worn inside unless a parent provides a doctor's note to the school. Field trips are exceptions.
- f. Bandanas or sweatbands are not allowed to be visible on school grounds during regular school hours.
- g. Hats or other head coverings may be worn during outside P.E. activities and may not be worn during any portion of the regular school day without the expressed permission of the principal.
- h. If the school has a mandatory school uniform policy, the student must adhere to those requirements.

**CRITERIA FOR QUARTERLY NOLAN REWARD ACTIVITIES**

- 1. Criteria are based on assigned discipline consequences per quarter.
- 2. OSS (Out of School Suspension), ISS (In School Suspension), EXS Extra School) during the quarter of the collection of the Colt Card makes a student ineligible.
- 3. Four lines signed on the Colt Card makes a student ineligible.
- 4. No COLT card turned in makes a student ineligible.

Each quarter the COLT Card process will start over.

Reward activity announcements, sign-up, document collection, and information are mostly taken care of during lunch time. Students who are part-time or absent from lunch are responsible for finding out information about reward activities.

**FLVS students:** Because you will have one class away from school, we need to inform you that it will be up to you and your parent to stay apprised of all activities occurring at school or off campus (such as inservice/record days, early release days, modified schedule days due to testing/pep rallies, PBIS activities, field trips, etc.) Please make sure to peruse the Nolan website for the school calendar, FOCUS, Schoology and the Facebook page at least once a week. It will be your responsibility to check these websites and be informed by asking teachers or talking to friends about anything that might pertain to you during the school year.

## **End of Year Reward Activities:**

### **Criteria for end of the year activities:**

- Out of School Suspensions for the current school year.
- No more than two (2) disciplinary consequence days resulting in In School Suspensions
- NO outstanding debts. (Library, cafeteria, etc.)
- ALL classroom novels returned to teacher.
- Attendance Criteria apply to all reward activities.
- No more than 18 unexcused absences for the year.
- Students must be in good academic standing for promotion to the next grade.

If a student is deemed ineligible for the end of the year reward activity, they may be offered a behavior contract.

## **8<sup>th</sup> Grade Dance**

See End of Year Reward Activities Criteria above.

\*If your student is not present on the day of the dance, they are NOT permitted to attend the dance. This includes excused absences! (Student Code of Conduct).

## **Technology Expectations and Usage Policy (Refer to the Student Code of Conduct <https://www.manateeschools.net/studentcodeconduct>**

As new technologies continue to 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 Nolan regarding 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 the Nolan MANATEE CONNECT Network unless otherwise directed by the teacher. **Hot spots or any other internet access other than Manatee CONNECT are NOT permitted to be used at any time.** Nolan's 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. *All technology use is at the discretion of the administrator or teacher.*

**Security and Damages:** Responsibility to keep the device secure rests with the individual owner. Manatee County School District is not liable for any device lost, stolen, damaged, or confiscated 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 are used to physically identify your device from others. Additionally, protective cases, security codes and 'find me' apps are encouraged. The student takes full responsibility for his or her technology device. The school is not responsible for the security nor damage of student-owned technology. Parents send, and students bring such items to school at their own risk.

**Technology Expectations:** 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 when approved. When abused, privileges will be taken away. When respected, they will benefit the learning environment. This includes:

- The technology must be turned off while on school campuses and while riding school buses.
- Devices may not be in the bathrooms outside of a backpack 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 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.
- **Not used to contact parents/guardians/etc. without permission.**
- **No devices or technology is to be used in the hallways. This includes listening to music on phones with earbuds. Earbuds, headphones, etc. must be placed in backpacks and not visible.**
- **All devices are to be placed in backpacks when not being used in a classroom. Devices are not to be carried on person.**
- A student is not permitted to use another student's electronic device(s) or electronic accessories.
- External speakers are not permitted at school unless teacher permission is granted for a special project.

**Understand** that any of the above violations are unacceptable and may result in the loss of my network and/or technology privileges as well as other disciplinary action. **An administrator or teacher may ask you to surrender the device until you or your parent come to retrieve it. Refusal to surrender the device will be considered defiance and will result in appropriate administrative action.** Nolan Middle School follows the SDMC Student Code of Conduct regarding the inappropriate use of technology.

**Technology Parent Information:** My student 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 student's teacher will encourage and enforce proper device usage of technology, however, it is my responsibility to check time stamps and social media usage, to assure that my student is correctly using their equipment and time in school. Also, I understand that calling or texting my student during school hours is not allowed.

**To Opt Out of the Nolan Technology Policy:** In order to opt out of Nolan's Technology usage policy please send in a letter within the first 14 days of school. Please know that opting out means your student will not be able to use/possess any personal technology devices at school. Nolan's technology policy pertains to both BYOD and school owned devices.

**NOTE:** See the School District of Manatee County Code of Student Conduct for other Policies regarding electronics and usage.

<https://www.manateeschools.net/studentcodeconduct>

## **NOLAN MIDDLE SCHOOL DISCIPLINE PROCEDURES**

### **Formal Disciplinary Actions**

Before any disciplinary action is taken, a student is entitled to a due process hearing. Due process is notice to the student of the disciplinary charge and the opportunity to present his/her 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 is practical.

### **COLT Cards**

Documented Warning/Teacher Signature, teacher call home and initial, and parent initial.

**NOTE:** Colt Cards can be used to document SOME low-level behaviors and warning. All other behaviors are documented on a discipline referral.

Students **MUST** always carry the planner with COLT Cards. Colt Cards are part of the student planner. If a student loses his/her COLT Card, which is a part of the student planner, they must go to the office to receive a replacement COLT Card. The first replacement COLT Card students will receive two-line discipline signatures which may result in loss of privileges.

*•Each student will begin with a new COLT Card each quarter. After a student has used all his/her lines on the COLT card, they will automatically be issued a referral.*

*It should be understood that at the discretion of the administration or designee these consequences may escalate depending upon the nature of the circumstances and the student's overall discipline record.*

### **Parent Notification of a Referral**

A disciplinary action notice will be given to the student to take home and delivered to parent. A phone call will be made to the home by a Student Support Specialist within a reasonable amount of time.

### **In School Suspension/Time Out**

An assignment to a specific location in the school during school hours. The student will be required to continue their academic assignments.

### **Suspensions**

A student may be suspended from school for up to (10) days at a time and a suspension letter will be issued by an Administrator. If a student is suspended, he or she cannot be on school grounds or any Manatee School District property or attend any school activities or any after school activities.

### **Skiping Class**

If a student skips a particular class/classes at any time during regular school hours; disciplinary action will be taken, and parents will be contacted. Teachers are not required to give or accept missed or late work.

### **Bullying**

**Conduct that constitutes bullying or harassment, as defined below, is prohibited.**

Bullying is the mistreatment of an individual or group characterized by a willful intent to cause harm and a perceived advantage in power. These acts can be socially, emotionally, or physically damaging in nature, to include, but not limited to: teasing, name calling, rumor spreading, exclusion, intimidation, threats, damaging personal property, stealing, public or private humiliation, stalking, pushing, shoving, or other physical attacks, and sexual, religious, or racial/ethnic harassment. Harassment involves any threatening, insulting, or dehumanizing act or gesture, which places an individual in reasonable fear of harm to his or her person or damage to his or her property; has the effect of substantially interfering with an individual's educational performance, opportunities, or benefits; or has the effect of substantially disrupting the orderly operation of a school or activity.

### **Cheating and/or Plagiarism**

Cheating and/or Plagiarism will result in a zero (0) on assignment or a lunch detention for the first offense. A parent will be notified by the teacher, guidance counselor or Student Support Specialist. Additional offenses will result in more severe consequences.

### **Student Removal from Class**

If a student is removed by either an Administrator, SRO or Student Support Specialist, a referral may be given to the student with appropriate consequences assigned. A call will be placed to a parent within a reasonable amount of time.

### **Electronic Equipment to Include Cell phones**

Manatee County's Code of Student Conduct mandates that all cell phones, music playback or streaming devices, camera, cellular phone (including the camera that may be part of the phone), video or digital recorder, video gaming devices, computer or tablet (unless specifically authorized for academic purposes), Smartwatches or other smart devices that may or may not connect to the Internet, Earbuds or headphones any other electronic devices are to be **powered off** unless you have permission from a staff member. If your electronic device is on or in use without permission, it is an automatic confiscation. A parent may be required to come to the school to pick up their child's electronic device if it has been confiscated. **Neither the school nor the staff is responsible for any such items if they are lost, stolen, broken or damaged.**

Electronic device use is only allowed with faculty/staff permission.

***\*Any and all devices are subject to confiscation and search under the suspicion of improper use.***

## **Please review The School Board of Manatee County Student Code of Conduct**

**<https://www.manateeschools.net/studentcodeconduct>**

### **Making False Accusations**

If you intentionally make false accusations that jeopardize the professional reputation, employment or professional certificate of a teacher or other member of the school staff, you will be suspended for 10 days and may be recommended for assignment to an alternative school or expulsion, as per district policy.

### **Disciplinary Reassignment**

You can be assigned to another school or program when the Superintendent or their designee finds that such an assignment is in your best interest or in the best interest of the school district based on behavior, attendance, or other factors as per district policy.

### **Discipline for Student with Disabilities**

You are expected to comply with the school Code of Student Conduct. A student with a disability may be reassigned to another school if needed as per district policy.

### **Inappropriate Messages**

Anything related to drugs, alcohol, cigarettes, bars, pubs, gangs, weapons and violence will NOT be tolerated in school at any time whether depicted in symbols, writing, drawings, photos, graffiti or artwork. Inappropriate messages may not be visible on a student's clothing, skin, jewelry, book bag, binders, books, papers, or accessories. Administration retains the right to determine the appropriateness of any such items as per district policy.

**Nolan Middle School has zero tolerance with any activity that is gang-related; including gang attire, gang signs or any item(s) associated with street gangs.**

### **Sexting**

If you post, send or forward to anyone else a nude or sexually revealing photo of a person through the internet or text message, or if you show such photos to other people, you will be suspended from school, and you may be recommended for expulsion. You may also be subject to arrest for violation of child pornography laws if the student in the photo is a minor.

### **Zero Tolerance**

The possession or use of weapons of any kind, substance abuse, school violence, vandalism, or crime on campus as defined by the state department of education is **prohibited**. Nolan Middle School will not permit any kind of statement against other people that would be considered offensive; (Race, Religion, Gender, etc.) as per the Manatee County Student Code of Conduct.

### **Threats and Threats Against Schools**

If you are involved in making a destructive device, fake destructive device, or planning the use of such a device, either at school, or at a school activity, or while you are at school or at a school activity, you will be suspended for up to 10 days, recommended for expulsion, and reported to law enforcement for prosecution. The same actions will be taken if you make a threat by any means against the school, school property, school personnel, or students, regardless of any disruption on campus or any school-related function. This includes direct, veiled, or implied threats communicated verbally, in writing, or through social media platforms. If you make any such threat, you will be referred to your school's threat assessment team. This team is charged with helping to ensure the safety of all persons in your school and will take steps that may include interviews with friends, teachers, staff, parents, or employers regarding any concerns they may have. The threat assessment team is also responsible for making referrals for mental health services and to law enforcement for continued investigation, if you pose a concern or threat to the school or any member of the school community.

A written threat to bring a gun to school, kill someone, or to seriously injure someone is against the law in Florida and could result in an arrest.

## **CONDUCT ON SCHOOL BUSES**

The School Board believes you and your fellow students, as well as the bus driver, should be able to ride safely on school buses. In addition to any bus-specific consequences, you may be disciplined for any action on the bus in the same manner as if the conduct had happened at school. You are also subject to disciplinary action while at the bus stop, if your behavior has a harmful effect on the health, safety, or welfare of any member of the school community. You should assume that you are being recorded any time you are riding a school bus.

### **Parent Responsibility**

Your parents are responsible for your behavior at the bus stop prior to the arrival of the bus in the morning and after the departure of the bus at the end of the day. However, if you are at the bus stop and violate school rules, the school can still discipline you for your behavior if it has a harmful effect on the health, safety, or welfare of any member of the school community. Students are to be on time and stand off the roadway.

### **Damage to Bus**

If you cause any damage to the bus or another vehicle, your parent will be required to pay for the damage. Waiting for the Bus. Wait for the bus to come to a complete stop before you approach the bus. To cross in front of the bus, wait for the driver to signal you.

### **Items Not Allowed on a Bus**

- a. Any item prohibited elsewhere in the District Code of Student Conduct
- b. Glass containers of any kind
- c. Balls
- d. Bats
- e. Cologne/perfume
- f. Cutting instruments of any kind
- g. Any large or bulky item that interferes with proper seating of students (examples: large musical instruments or athletic equipment)
- h. Any animal
- i. Batons, drum sticks, tennis rackets (unless in proper carrying case)

### **Rules While on the Bus**

The bus driver is in charge and you must obey the driver at all times. You must tell the bus driver your correct name when asked. The bus driver and school will keep a seating chart. You must be on time; the bus cannot wait for you if you are tardy. **YOU MAY NOT RIDE ANY BUS OTHER THAN YOUR ASSIGNED BUS.**

You can be disciplined if you do not follow all district and school rules and the following special rules:

- a. Sit in your assigned seat and use the seat belt if available.
- b. Stay seated at all times while the bus is in motion.
- c. Do not place any part of your body outside the bus windows.
- d. Do not distract the driver with loud conversation or noises.
- e. Observe appropriate classroom conduct.
- f. Do not eat or drink on the bus.
- g. Maintain absolute silence at railroad crossings.
- h. Do not throw any items on the bus or out of the bus windows.
- i. Do not mark, cut or damage bus seats or the bus itself.
- j. Do not display signs from the bus.
- k. Do not use obscene language or gestures.
- l. Cell phones are to be turned off.

### **If You Do Not Follow the Bus Rules**

a. If you commit minor infractions, the school bus driver has the authority to address your behavior. If you cause repeated problems on the bus, the bus driver will give the school a written discipline referral for what you did. School administrators can take any action contained in this Code against you for misbehaving at a bus stop or on a bus.

b. Discipline on school buses will be dealt with according to the following protocols; however, severe infractions (for example, fighting, setting a fire on the bus) may result in immediate suspension or recommendation for expulsion based on the recommendation of the principal or designee.

## **BUS DISCIPLINE PROTOCOL**

### **Secondary Bus Discipline Protocol**

**1st Offense: Operator** - student conference and parent contacted by Courtesy Notice prepared by Operator. Student re-assigned to the front of the bus for one week and closely monitored.

**2nd Offense:** Referral submitted, with recommended bus suspension up to 1 day. Upon return to bus, student re-assigned to front of the bus for two weeks and closely monitored.

**3rd Offense:** Referral submitted, with recommended bus suspension up to 3 days. Upon return to bus, student re-assigned to front of the bus for two weeks and closely monitored.

**4th Offense:** Referral submitted, with recommended bus suspension up to 5 days. Conference with parent, student, school administrator and Transportation Staff. Upon return to bus, student re-assigned to front of the bus for two weeks and closely monitored.

**5th Offense:** Referral submitted, with recommended bus suspension up to 10 days. Letter from school to parent stating next referral may result in removal from the bus for the remainder of the year.

c. Suspension from the school bus may be imposed only by the principal or designee by following the procedures for suspension from school. Bus suspensions may not be extended beyond the number of days originally prescribed by the principal or designee.

d. You can be removed from the school bus by the Superintendent or his designee for up to one calendar year for misconduct or a violation of the bus rules on a school bus or at a bus stop, based upon the recommendation of the principal and after the principal has suspended you from riding the bus for 10 days for an incident. Before the Superintendent or designee removes you from the bus, you and your parents will be informed in writing of the Principal's recommendation and the basis for that recommendation. The Superintendent or designee will inform you and your parents in writing of any removal from the bus.

e. Even if you transfer to a new school, you will be held responsible for any previous incidents of bus misconduct from your previous school.

**Administration will NOT give permission for students to ride other busses. Permission may be given by Bus Operations ONLY. Please call 941-782-1287 (1BUS)**

