



Cocoa Beach Jr/Sr High School

1500 Minutemen Causeway

Cocoa Beach, FL 32931

321.783.1776

www.cbhs.brevardschools.org

Principal ~ Mark Rendell, Ed.D

Asst. Principal/Curriculum ~ Mr. Kevin Rhyne

Asst. Principal/Facilities ~ Mr. Stephen Link

Asst. Principal/Dean ~ Mrs. MaryEllen Galanopoulos

Athletic Director ~ Mr. Kevin Robinson

Testing Coordinator ~ Mr. Gene Trent

Cafeteria Manager ~Ms. Trish Wright



Welcome to the 2021-2022 School year!

Whether you are a 7th grader, new to our school, or a Senior looking at the final chapter in your time here, you should be excited and proud to be part of Cocoa Beach Junior Senior High School. It is a special place, an incredible school with a true sense of history in our community.

Our school was founded in 1964 and is over 50 years old. During that time, it was the people who made it such a special place. The students who came before you and the staff who helped them grow and mature, established high standards and developed rich traditions for our school.

In our school logo, the Minuteman is carrying the flag. Upholding the rich traditions and history of our school is like carrying the flag. Are you willing to do your part? Are you willing to carry the flag?

Speaking of traditions, when you graduate, and walk across the Concord Bridge, will you be able to say that you carried the flag and upheld the high standards of those who went before you?

It will take all of us working together. I am committed to do my part, to carry the flag in my role as principal. Let's make this school year one of the best in the history of CBHS!

Mark J. Rendell, Principal

ATTENDANCE

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session. School attendance shall be the responsibility of parents/guardians and students. Absences shall be reported to the school by the parent or eligible student as soon as practicable.

In accordance with statute, the Superintendent shall require, from the parent/guardian of each student of compulsory school age or from an eligible student who has been absent from school or from class for any reason, a statement of the cause for such absence. The Board reserves the right to verify such statements and to investigate the cause of each single absence.

When a student has been absent three (3) consecutive days and the school has been unable to ascertain the reason for the absences, the absences shall be investigated or at any other time if deemed necessary by the school principal. Absences must be reported in writing to the school by the parent/guardian or eligible student as soon as possible. Failure to report and explain the absence(s) shall result in unexcused absence(s). The final authority for determining acceptability of the reason for the absence(s) shall rest with the principal.

Each school should establish procedures to insure good attendance. A student who is absent more than nine (9) days within a semester will not receive a passing grade for the semester.

Absences not counted in the nine (9) days attendance policy are:

- A. Court Dates
- B. Religious holidays
- C. Illness with medical documentation
- D. Chronic and extended illness

A student is considered to be present at school, if away from school on a school day and engaged in an educational activity that constitutes a school approved instructional program or activity.

All students must be in attendance a minimum of four (4) hours of instructional time to be eligible for participation in extra-curricular activities.

Any student who fails to attend any regular class and has no excuse for the absence shall be referred to the appropriate school administrator for disciplinary action.

Attendance Procedures:

Parent, doctor, and other notes must be presented within **five (5) school days** after returning from the absence. Please present notes to the Attendance Office before school, after school, or during your lunch period.

No copies of doctor's notes will be accepted, only originals with the date and time of the appointment. Please note that an entire or half day will not be excused for short appointments and sessions such as chiropractic appointments unless designated by the doctor. Only faxes received directly from the doctors' offices will be accepted. Verification of any note may be investigated by school personnel if deemed necessary. Use of a forged and/or altered note will be referred for disciplinary action and will result in an out of school suspension for the number of days indicated on the forged document.

*Students absent more than nine (9) days within a semester will not receive a passing grade for that semester. The grade will be replaced by 'FA' (failure due to absences).

Attendance Waiver Policy:

In the event a student exceeds the nine (9) day absence total for a semester, he/she may appeal the days with the Attendance Appeal Committee. Announcements will be made when the waiver applications are available. It is the responsibility of the student to know their absences and to request a waiver application. Be sure to return the completed packet by the established deadline. All waivers must be presented during the semester the absences occurred. There will be no further action taken on absences after the last day of the semester. Waivers will not be granted for absences due to family vacations or out-of-school suspensions.

Absence for Religious Instruction:

Upon application to the principal, a student may be released from school up to one hour per day for religious instruction away from the school site. The application shall include the notarized written consent of the parent or guardian for those students who have not attained the age of majority.

The religious institution shall also provide weekly attendance records to the school. Prior to approval, the principal shall ensure that the student is enrolled in sufficient courses to allow for promotion or graduation and that the student's grades are adequate for promotion or graduation. The principal may terminate the student's permission for non-attendance.

On days designated as religious holidays, students may request prior approval to be absent from school for personal and family observance. School cooperation is requested when scheduling tests or major project due dates. Student absences for religious purposes should not prohibit students from receiving "perfect attendance" recognition.

Make-Up Work:

Students may be able to make up any work missed for grade or credit within the nine (9) days per semester. All educational requirements for the course shall be met before a passing grade and/or credit is assigned. The student shall have a reasonable amount of time, left up to the discretion of the teacher, to complete make-up work. Principals may grant extensions to make up time limit for extenuating circumstances. The principal shall determine, in consultation with teachers, when appropriate, whether the student should be given the opportunity to make-up schoolwork and course requirements missed while absent due to out-of-school suspension.

Habitual Truant:

As defined in Florida Statute 1000.01, a "habitual truant" is "a student who has fifteen (15) or more unexcused absences within ninety (90) calendar days with or without the knowledge or consent of the student's parent/guardian, and who is subject to compulsory school attendance.

Any student who accumulates a total of fifteen (15) days of unexcused absences in a period of ninety (90) calendar days will be considered habitually truant. The student and his/her parent/guardian shall be informed of excessive absences as well as the district's intent to file a complaint with the Circuit Court Juvenile Division and notify the Department of Highway Safety and Motor Vehicles (DHSMV).

Driver License:

Pursuant to Section 322.091, F. S., the 1997 Florida Legislature enacted requirements that schools report to the Department of Highway Safety and Motor Vehicles (DHSMV) the name, birth date, sex, and social security number of any minor who attains the age of 14 and accumulates fifteen (15) unexcused absences in a period of ninety (90) calendar days. The legislation further provides that those minors who thus fail to satisfy attendance requirements will be ineligible for the driving privilege.

Adult Students:

An eligible student (18 years of age) who is not residing with a parent or legal guardian shall not be prohibited from registering or remaining in school. All eligible students are required to follow all school board rules, policies and procedures, and shall be under the authority of the principal as it relates to leaving school grounds, attendance and discipline procedures.

Late Arrival:

Arriving late to school and arriving late to class are equally considered tardies. Students arriving to school after 8:45 can only enter through the front office. All gates are locked at 8:45. Students arriving late to school must sign-in with the attendance clerk at the front desk prior to going to class even if arriving during the class break. Failure to do so may result in disciplinary action.

Tardiness due to transportation issues (e.g., parents driving students or students driving themselves) are **not** excused unless the student arrives by school bus.

Check Out Procedures:

We would like to remind parents/guardians that Cocoa Beach Jr/Sr High School does not accept phone messages for students. Parents/guardians and designated persons may check out students in the attendance office with **proper identification**. The parent/guardian may designate anyone to pick the child up from school. This information will appear in the student's contact list.

ONLY THE PERSONS DESIGNATED ON THE CONTACT LIST MAY CHECK OUT YOUR STUDENT.

Do not call ahead and ask to have students waiting in the office because identification must be made before we will call a student out of class. Please be aware of your child's schedule when coming to check him/her out of school, allow extra time if your student is in P.E. or at lunch. There are no check-outs later than 15 minutes prior to the end of the school day.

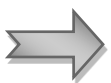
Checking out by written authorization: Students may leave without the presence of the parent/guardian if written authorization is provided. A signed note from the parent/guardian must be brought to the attendance office **before** school. All notes will be verified. The student will then be allowed to sign out, and the school will retain the note in the attendance records. If verification cannot be made the student will not be released. Use of a forged and/or altered note will be referred for disciplinary action and will result in an out of school suspension for the number of days indicated on the forged document.

Check out by *telephone, e-mail* will not be accepted.

Limitation: Please keep in mind that checkout is not permitted during school wide testing (such as the FSA). Please be sure to schedule appointments around these important testing dates.

Other events (pep rallies, prom, homecoming, etc.) may require specific checkout guidelines, which will be posted for the students.

Routine Checkouts during lunch are not permitted.



An eligible student (18 years of age) is required to follow all school board rules, policies and procedures, and **shall be under the authority of the principal** as it relates to leaving school grounds, attendance and discipline procedures.

We appreciate your cooperation in helping us make Cocoa Beach Jr/Sr High School as safe as possible for our students.

Athletics and Other Extra-Curricular Activities:

Students must be in attendance in four (4) periods of assigned classes out of periods 1 through 7 in order to participate in any extra-curricular activities.

College Visits and Military Recruitment:

Trips for college/military should be scheduled when school is not in session. You are also encouraged to use FSA days to visit colleges as long as you are not testing. The administration may make an exemption if the college or military facility has a planned program agenda for a specific day or if the student has a specific appointment with a college or military official that is validated in writing. These trips are limited to junior and senior students, for three (3) school days per school year.

A student must bring in a written request from a parent/guardian one week prior to a scheduled college or military visit in order for the visit to be administratively excused. Upon returning from the college or military visit, the student must bring a statement signed by the college-on-college letterhead or by the military on military letterhead, giving the name of the student and the date of visitation. Failure to do so makes the absence a parent note and will count towards the nine (9) days maximum per semester.

Immunizations:

Any student who does not have proof of the required immunizations shall be temporarily excluded from attendance until full compliance. Such absences may be considered unexcused.

Homework Assignment Request:

If you know your student will be absent for several days, it is possible to request homework by e-mailing the teacher and checking FOCUS.

FOR YOUR INFORMATION

Visitors and Guests:

For the security of our students Cocoa Beach Jr/Sr High School is a closed campus. All visitors must enter through the Front Office and obtain a visitor's pass. Visitors must be escorted while on campus at all times. Appointments may be made by contacting the individual teacher, staff member or administrator directly. In accordance with Brevard County School Board Rules, **No Student Visitors Allowed on Campus** during regular school hours. Any non-CBHS student on campus during school hours will be cited for trespassing.

Student Drop-Off/Pick-Up Regulations:

Please use the car loop or the parking area in front of the school when dropping off or picking up your student. Please refrain from dropping off and/or picking up students in the west parking lots. When using the car loop, please be mindful of the following regulations in order to protect the safety of your student and the flow of traffic:

- ✓ Leave the left-hand lane clear for departing cars.
- ✓ Use the right-hand lane to wait for your student.
- ✓ Pull all the way forward in the line and pickup along the curb.
- ✓ When the student has entered car, pull out into the left lane.
- ✓ Never leave a car along the car loop unattended.
- ✓ Parents, do not block the cross walk.

Bus Transportation:

All students riding school buses must recognize that transportation service is a privilege. All school rules are to be observed on the bus. Students living more than two (2) miles from the school serving the attendance area to which they are assigned are eligible to ride the bus free of charge.

Bus stops are determined and assigned by the Dept. of Transportation. As per district policy, students must be assigned to the stop closest to their permanent home address. Bus stop changes will not be granted without a signed change of address form (proof of residence is required).

Students are not allowed to ride a bus that is not assigned to them. Students are not allowed to ride buses to or from Roosevelt Elementary School.

Parents and students choosing to drive to school including those living out of area shall accept the responsibility for arriving on time. Please refer to the tardy ladder.

School Bus Videotapes Guidelines:

All students are hereby notified of the potential videotaping of students while on the school bus. Upon request of the school principal or principal's designee, the transportation area supervisor or supervisor's designee will send a copy of the taped bus incident to the school. The original of the tape will remain at the area transportation office. An official at school will sign and verify receipt of tape. The videotape shall not be given to anyone, including parents, police officers or the media.

Law enforcement officials may receive a copy of the videotape if it is important to their investigation; however, the videotape must be obtained from the District and School Security Office.

School bus videotapes will not be released outside the school district without a Court Order or Subpoena.

CLINIC and Medication:

Any student needing to see the nurse will be issued a "Clinic Pass" with the time left the classroom. Students sign in when arriving to the clinic. If the student is returning to the classroom the time left will be indicated on a return pass to the classroom.

Students needing to take any medication, including over-the-counter medicine, must follow the procedure below:

Assisting with Medication

1. Prescription medication will only be administered by school clinic staff as approved by a licensed medical physician.
2. These guidelines apply to non-prescription or over-the-counter medications when assistance is provided by school district personnel. If assistance with non-prescription or over-the-counter medications is requested continuously or over long periods of time, the school will require approval of a licensed medical physician.
3. All medication (prescription and non-prescription) must be submitted to the clinic in the **ORIGINAL CONTAINER**.
4. The principal will designate person(s) to be responsible for accepting and administering the medication.
5. The school nurse will complete a medication log for each student when medication is administered.
6. The parent must give written permission to the school clinic, including an explanation of the necessity for the medication during the school day, and/or for the student who may be away from school property on official school business.
7. A form for administration of medication must be filled out in the school clinic. The school nurse will maintain a log of medication dispensed.
8. **Students will not be allowed to carry medication, except as approved by the principal. Medication will be administered only through the school clinic.**
9. Medication may be left at the school overnight in cases where the physician and parent make a request for high frequency and lengthy dosage requirements.
10. Medication will be stored properly in the **ORIGINAL CONTAINER** under lock and key.
11. Proper disposal of unused medication shall be the responsibility of the principal.

12. In-service programs directed by the school Principal, designee, and Brevard County Public Health Nurse(s) will be conducted for those authorized to administer medication.

Items Left For Students:

Students and parents/guardians are expected to plan for the day before the student leaves for school in the morning. Students have the responsibility to check with the office during their class breaks to see if an item that they are expecting has been dropped off. Classes are **not** interrupted for deliveries or messages.

We will **not** accept the delivery of flowers, balloons, gifts, fast food or any other items which may disrupt the school atmosphere.

Dropping off items *including lunch* should not become a daily routine.

Lunches/Breakfasts:

The breakfast line closes each morning when the warning bell before first period (8:40 a.m.) rings.

Students may pay for their lunch daily or purchase their lunch in advance (www.mypaymentsplus.com). Milk is available at an extra cost to students who bring their lunches from home. The food service program is operated under regulations from the United States Department of Agriculture. Students meeting certain family size and income may be eligible for free or reduced-price meals. An accurate report is needed from the family for food services. Guidelines and applications for reduced price or free lunch are available in the school attendance office. On a random basis, parents may be asked to submit proof of income to substantiate information on the application.

All meals purchased in the cafeteria or brought from home must be eaten in the cafeteria. During lunches, students are only permitted to be in the cafeteria, building 3 atrium and the commons area. Students are not permitted to bring their lunch to a teacher's classroom or office. All other locations will be considered "out of assigned area".

Students are not permitted to taunt the birds that often arrive during lunches. Taunting includes, but is not limited to chasing, feeding, and throwing items at the birds. Infractions of this rule will result in disciplinary action.

Vending Machines:

Student usage of vending machines is to occur only at designated times and are used at the student's own risk. **No refunds** will be given for money lost by the machine. The bookkeeper and cafeteria are not allowed to make change.

Field Trip Policies:

Attending school related field trips is a privilege. The belief among teachers and administrators at Cocoa Beach Jr/Sr High School is that a student must earn the right to attend field trips.

- ✓ A student is only eligible to attend if he/she has not been suspended 3 or more days within the current semester.
- ✓ A student with excessive tardies and absences may be ineligible to attend.
- ✓ Students must also clear all fee/fines that are owed.
- ✓ Individual trips may have additional guidelines.

If administration is contacted in regard to a student misbehaving while attending a school function/field trip, that student may lose his/her privilege to attend any other trip/function that school year. Disciplinary consequences will follow.

Internet Usage:

In order for a student to access the internet, an Internet permission form, signed by the parent, must be on file. The computer must display the student's school photo identification with this notation. Students are expected to use proper etiquette when on school computers.

Textbooks, Library Books and Other Items That Belong to School:

Students are taught to take proper care of books and materials. Lost or damaged books or materials are the financial responsibility of the parents and students. A replacement fee is issued for damaged or lost books.

Traditions:

Cocoa Beach Jr/Sr High School has the rich heritage of many traditions that have been followed since the establishment of this school. One of the beloved traditions concerns the bridge.

The Bridge in the Commons is a remembrance of the Concord Bridge. During graduation, students cross from a statue of the "Old Minuteman" to a representation of the "New Minuteman". Only seniors are allowed on the bridge, but even seniors are not to cross over the bridge until graduation. Crossing over the bridge is considered bad luck.

Other traditions include:

- ✓ Returning to school after an event, as the bus turns onto Minutemen Causeway, you are to be silent all the way up to the school out of respect.
- ✓ Ringing of the bell in the commons by winners of athletic and academic tournaments.
- ✓ Our phone numbers represent the years of the American Revolution 1775, 1776, 1777.
- ✓ Before every game, the football team touches the helmet at the memorial on the Beach Walk in remembrance of those from our past to the future.

Did you know?

The Cocoa Beach mascot, the Minuteman, was named after the *Minuteman Missile* first launched in 1962. The *Minuteman Missile* was named after the group of colonial militias, comprised of highly mobile and rapidly deployed young men who fought for our freedom during the Revolutionary War, aptly named ***the Minutemen.***

GRADUATION

There are a limited number of tickets for graduation. The number of graduating seniors determines the number of tickets. Please remember that announcements which students mail to their family members and friends are not considered tickets.

Attire: Female students are to wear a formal dress and dress shoes. Male students are to wear a dress shirt and tie, dress slacks, dress shoes and socks. Students will not be permitted to participate in the ceremony unless they are appropriately dressed. All graduates will wear the traditional blue cap and gown with appropriate tassel. Honor graduates will wear a gold tassel. The only additional accessories to the graduation apparel are the school approved graduation regalia.

Change of Address:

If you have a change of address, telephone number, emergency information, or any other situation important to the school, contact the office at 321-783-1776. All changes must be submitted to the front office in writing and signed by the parent/guardian. Student Membership Update Forms are available in the front office.

Proof of residence is required for all address changes. Bus changes cannot be made until an address change has been processed with proper proof of residency.

School Communication

School information is sent out via email and text. It is important that current and updated contact numbers are given to the school. In addition to the standard communication, we provide the Minuteman Messenger, a publication that is mailed to homes 6 times per year. Local publications, Cocoa Beach Explorer and The Resident showcase our school with a monthly letter to the Cocoa Beach community. Follow us on Facebook and Twitter.

Volunteers:

Cocoa Beach Jr/Sr High School is blessed by the many dedicated parents and community members that are committed to making our school a top rated one. Without our volunteers, we would not be able to accomplish all we do daily. Brevard County Schools has set in place, important safety requirements to protect our students. All volunteers must be registered with our District Security office, and all will be subject to a background check.

Registered volunteers are required to complete an online application that will enable a background check to be performed. They must also submit their fingerprints through Brevard County School Board Offices. Fingerprinting is done at the Office of District and School Security in Viera (321.633.1000 ext. 11233), Monday through Friday, from 8:00 a.m. to 4:30 p.m. All registered volunteers must be approved by the Office of District and School Security to service as a BPS volunteer.

There is a fee to become a registered volunteer. Fees may be taken care of at the Office of District and School Security using a debit or credit card. Examples of registered volunteer activities are:

- Assist in the classroom/media center.
- Assist in the front office.
- Assist with booster/sports/club events.
- Work with fundraisers
- Ticket sales at athletic events.
- Work in concession stands.
- In-county/out-of-county field/athletic trip chaperones.
- Chaperone dances.

Please call the front office at 321-783-1776, with questions regarding volunteering at Cocoa Beach.



Periodically throughout the school year school spirit wear is for sale. This can include T-shirts and hoodies. Students need to watch for notices as to when orders are taken.

STUDENT SERVICES DEPARTMENT

Schedule Changes:

Schedule change requests are granted for the following VALID reasons:

- ✓ Course previously taken and passed (except in classes where multiple credit is allowed)
- ✓ Course needed for graduation.
- ✓ Schedule error, for example:
 1. incorrect academic class.
 2. student has two periods of the same class.
 3. student does not have 7 classes.
 4. student is missing an academic class.
- ✓ Course no longer needed because student passed a comparable class in a summer school setting or through virtual classes.

When requesting a schedule change for reasons other than those termed valid, it is important that you understand the following restrictions:

- ✓ There will be no *student-initiated* schedule changes after the ninth day of school.
- ✓ Requests for teacher or lunch changes will not be honored.
- ✓ Maximum class size is district and state-mandated; we *cannot* overload classes. Schedule changes which would result in increased enrollment of classes already at capacity will *not* be made.
- ✓ If a student's elective class is one, he/she did not choose, it was, most likely, the only class that would fit in his/her schedule.
- ✓ If a student received his/her requested elective or alternate, an elective change request will be considered *only* if the desired class has an exceptionally low enrollment.

NOTE: It is important that students and parents understand that administrative schedule changes may be made to eliminate overcrowded classes.

Bright Futures:

An approved service plan must be on file with the counselors *before* volunteer hours can be earned. Forms can be obtained in the Guidance office.

ATHLETICS

Athletic Eligibility: includes Cheerleading

According to the FHSAA bylaws, the following eligibility requirements are in place along with Brevard County Public Schools policies on participating in activities sanctioned by the FHSAA.

For further information, refer to Board Policy 2431-Interscholastic Athletics.

Limit of Eligibility – (9.5)

- A student is limited to eight consecutive semesters of eligibility beginning with the semester he/she begins the ninth grade for the first time.
- A student may complete the season he/she is currently participating in when four-year limit expires.
- 6th, 7th or 8th Grade students have 1-Year limit of eligibility in each grade.
- Must meet all other eligibility requirements.

Age – (9.6)

- A student who reaches the age of 19 prior to September 1st [of the current school year] shall become permanently ineligible.
- A student who reaches the age of 16 prior to September 1st [of the current school year] shall become ineligible to participate at the junior high level.
- A student who reaches the age of 15 prior to September 1st [of the current school year] shall become ineligible to participate at the middle school level.

Physicals

- Athletes must turn in a Consent and Release from Liability Certificate Forms (EL3 & EL3CH) and Pre-participation Physical Evaluation Form (EL2) to the Athletic Director's Office, complete with insurance information, physician's signature, and parent signature. The Consent and Release forms (EL3 & EL3CH) and Physical form (EL2) must be available and in the possession of the coaching staff at all practices and games. Physicals are good for one calendar year and are required to be scanned or uploaded via Home Campus or e-mail or hard copy deliver to the Athletic / Activities Director. (Please no jpeg or other photo apps)
- All students participating in athletics must have an active account with www.AthleticClearance.com for the current school year to be cleared for participation.

Sports specific insurance coverage is available for purchase for athletes who do not have medical insurance coverage. "24 hour" and "At School" coverage does not cover athletics. Football coverage is limited to that sport only.

End of course (EOC) exams are included when calculating GPAs.

Students must meet an established grade point average. Academic requirements are described below by grade level.

7th Grade

1st Semester – A student must be regularly promoted from the sixth grade.

2nd Semester – A student must maintain an unweighted grade point average of 2.0 from the first semester.

8th Grade

1st Semester – A student must have received an unweighted grade point average of 2.0 for the seventh grade.

2nd Semester – A student must have an accumulated grade point average of 2.0 from the first semester.

9th Grade

1st Semester – A student must have been regularly promoted from the eighth grade.

2nd Semester – A student must have received an unweighted state grade point average of 2.0 from the first semester.

10th– 12th Grades

A student must have an accumulated unweighted state grade point average of 2.0 since the ninth grade.

Attendance:

- Suspension – A student suspended from school for disciplinary reasons for any part of or whole day cannot participate in practice, games, or team meetings on the same day he/she is serving a suspension from school.
- Percentage of the school day - A student must attend 4 of their scheduled classes each school day to participate in practice, games or team meetings on the same day with the exception of the following written / documented excusals: Medical appointment; attending/travel college visit/meeting/interview; attending/travel funeral of a family member.
- Each coach can add additional policies regarding attendance at practice or games but cannot override the policies written above regarding attendance.

Sportsmanship:

It is the responsibility of all Cocoa Beach Jr/Sr High School, coaches, students, both participants and fans, to encourage and exemplify great sportsmanship. It is the expectation of CBJ/SHS that all fans and athletes will treat officials and opponents with respect. As a school, Cocoa Beach Jr/Sr High School shall emphasize the following practices:

- ✓ Play hard, play to win, but play fairly.
- ✓ Accept victory or defeat with dignity – losing is part of the game; be gracious in defeat and modest in victory.
- ✓ Profanity and illegal tactics are prohibited.
- ✓ Show appreciation of good play by both teams.
- ✓ Respect the integrity and judgment of the officials.
- ✓ Keep cheering – positively – do not cheer disrespectfully or disrespect the opponent.
- ✓ Respect the opposing team.
- ✓ Maintain poise and self-control at all times.
- ✓ Show respect for other students, officials, and faculty members.
- ✓ A student is responsible for all fines assessed by FHSAA resulting from his/her ejection from athletic competition.
- ✓ Students ejected three times during their high school career lose the privilege of participation on athletic teams at Cocoa Beach Jr/Sr High School.
- ✓ Remember that, as an athlete and a student, you are a constant representative of Cocoa Beach Jr/Sr High School.

HOMECOMING DANCE

The Homecoming Dance is held in the fall for Cocoa Beach Jr/Sr High School students in grades 9-12. In keeping with the tradition of 'coming home' it is held at Cocoa Beach Jr/Sr High School. Students are eligible to attend if they have not been suspended 3 or more days within in the current semester. **Students with excessive tardies are subject to review prior to purchasing a ticket.**

SENIOR PROM

The Senior Prom is held in the spring for all 12th grade students attending Cocoa Beach High School Jr/Sr High School. Each senior may bring one date/guest in accordance with the policy outlined in the next section. Students are eligible to attend if they have not been suspended 3 or more days within in the current semester. **Students with excessive tardies are subject to review prior to purchasing a ticket.**

GUEST/DATE POLICY

Each Cocoa Beach student may bring one guest/date.

The guest/date for homecoming can be a 9-12 grade student attending Cocoa Beach Jr/Sr High School, a 9-12 grade student from another school, or a person who is under 21 years of age.

The guest/date for prom may be an 11th or 12th grade student attending Cocoa Beach Jr/Sr High School, an 11th or 12th grade student from another school, or a person who is under 21 years of age.

Any non- Cocoa Beach Jr/Sr High School guest/date of a CBJ/SHS student must complete an information sheet before his/her ticket can be purchased. Students can pick these up at the dean's office. This information sheet will contain:

- ✓ His/her name
- ✓ School name (if applicable)
- ✓ Address
- ✓ Telephone number
- ✓ Copy of driver's license
- ✓ Emergency contact information

The information sheet must be completed, and the ticket purchased prior to the date of prom/homecoming. There are no refunds for tickets not used. A student is only eligible to attend if he/she has not been suspended 3 or more days within in the current semester.

A ticket and photo identification will be required for entry. No re-entry will be allowed once you have left the homecoming or prom.

Any student(s) dancing or behaving inappropriately will be removed and parents notified. Disciplinary consequences will follow.

Prohibited:

- ✓ Dangerous items
- ✓ Disruptive items
- ✓ Possession, sale and/or use of alcoholic beverages, narcotics, illegal drugs, prohibited substances.
- ✓ Violent behavior
- ✓ Packages
- ✓ Containers
- ✓ Food or drink

Purses, jackets, and other accessory items brought to prom will be searched at the door. Any student(s) in violation of these rules will result in disciplinary action, including possible recommendation for expulsion from the regular school setting.

Proper dress is required for all in attendance, including guests/dates that are not students of Cocoa Beach Junior/Senior High School.

Additional information and instructions will be provided prior to the homecoming dance and prom.

DEAN'S OFFICE

It is the responsibility of the students / parents to be familiar with the Secondary Code of Student Conduct. Copies are available in the front office and may be accessed through the Brevard County Schools website.

Hall Passes:

For safety concerns it is expected that students be in their assigned classroom. Students are expected to bring all necessary materials to each class. Hall passes will not be given to allow students to return to their locker. Students are expected to remain in their classrooms. Realizing that emergencies may occur. This rule applies but is not limited to emergency restroom passes, clinic passes, and passes given to assist a teacher. It is expected that students will rarely need to leave the classroom.

Each teacher has a universal school hall pass. Only one student is permitted out on the pass at a time. Student times in and out of the classroom are kept track of by the teachers. This is to ensure the safety and whereabouts of the student body.

Each teacher has his/her own classroom policies regarding a limit on hall pass usage. Students must plan their day in order to abide by each teacher's policy.

Hall pass privilege can be revoked at any time by Administration if a student abuses his/her hall pass. Such behavior includes but, is not limited to: excessive usage, going to unapproved areas with hall pass (out-of-area), or causing a disruption to other students and/or classrooms.

Students who abuse the hall pass privilege will be placed on hall pass restriction.

Locks and Lockers:

The following policy exists for student lockers:

- ✓ The exterior surfaces of all lockers are to be kept free from any stickers, markings, writings, or the like. Items placed on interior surfaces must be easily removed.
- ✓ Lockers must be kept locked at all times. Students should check to be sure their lock has securely closed after each use.
- ✓ Students must buy and use school locks. Locks not purchased through Cocoa Beach Jr/Sr High School will be cut off.
- ✓ Students are prohibited from sharing lockers and lock combinations with other students.
- ✓ Students are not to change lockers at any time without prior approval from the Dean's Office.
- ✓ **Lockers are subject to search.**

If for any reason it is necessary to cut off your lock, the lock must be replaced at the student's (parent's/guardians) expense.

Students who do not comply with these rules may be subject to the loss of locker privileges.

Skateboards and Scooters:

Skateboards and scooters are not allowed in classrooms or in the school building at any time. Skateboards are not to be ridden on school property at any time.

Student Parking:

Students driving to school must park in the designated student areas; in order to park in the designated areas, students must possess a school-parking permit. Parking permits are limited and not guaranteed. Parking permits are available for a non-refundable fee of \$20.00. The following rules and regulations apply to all students who drive to school:

1. For students to drive to school they must turn in the following:
 - ✓ Student Parking Registration Form
 - ✓ Proof of Current or Valid Insurance
 - ✓ Valid Driver's License with correct address (no learner's permit)
 - ✓ Vehicle Registration on vehicle that is being registered (only one vehicle per student will be allowed)
 - ✓ \$20.00 non-refundable fee for
2. Permits **MUST** be completely visible on the outside of the rear window to be valid.
3. Cocoa Beach Jr/Sr High School is not responsible for any car and/or its contents.
4. Parking is limited to the designated student parking areas. Seniors with reserved parking spaces are the only students allowed to park in parking spaces designated Senior.
5. Parking permits are non-transferable; anyone accepting another student's parking permit or transferring their permit to someone else is subject to disciplinary action, including suspension, and the loss of parking privileges.
6. All students must be properly licensed and covered by appropriate insurance.
7. The speed limit in all parking areas is five (5) miles per hour. Speeding or reckless/careless driving will result in a 5-day parking permit suspension.
8. Students are expected to drive carefully and obey all traffic laws while in the parking lot.
9. Radios or any sound making device must not be played louder than necessary for the person in the vehicle to hear it and not loud enough to disturb the school environment.
10. Bumper stickers and decals must be in good taste. Alcohol, tobacco and sexual references or advertisements, etc., are not allowed; students may be told to remove them or not to park on school property.
11. *There is to be no loitering in the parking lots. **No students are allowed in the parking lot during school hours.** Any student caught in the parking lot, or a vehicle will be subject to disciplinary action, including suspension; **their vehicles and person will be searched** for any possibly illegal, dangerous, or disruptive items.*
12. Vehicles are subject to search any time there is reasonable grounds to believe that illegal, dangerous, or disruptive items may be found in them.
13. All vehicles must be parked front end first.
14. There is absolutely no parking in loading zones, teacher areas, visitor areas, fire lanes, sidewalks, lawns, or any other spot that is not designated as a student parking spot.
15. Student must park only in their assigned spaces. Students must report any vehicle in their assigned space to the Dean's Office or SRO.

Students that fail to comply with these rules will face a fine up to \$30.00, possible discipline action, and/or the loss of his/her parking privileges.

By signing the Vehicle Registration Form, the student acknowledges they have read, understand, and agree to adhere to all parking policies and procedures; failure to do so can result in revoking of one's parking privilege.

➤ All students driving to school must recognize that having a parking permit is a *privilege*.

➤ Parking permits are limited and not guaranteed.

➤ Students choosing to drive to school accept the responsibility of arriving on time.

➤ Tardies due to transportation issues are considered unexcused unless arriving by school bus.

| Parking Violation Ladder | |
|---|---|
| Step on Ladder | Consequence** |
| 1 st & 2 nd Offense | \$20.00 Parking Fine |
| 3 rd Offense | \$30.00 Parking Fine |
| 4 th Offense & up | \$30.00 Parking Fine and Permit Suspension* |

| Student Driving Rules Violation Ladder | |
|--|--|
| Step on Ladder | Consequence** |
| 1 st Offense | Warning |
| 2 nd Offense | One Week Permit Suspension* |
| 3 rd Offense | Two Week Permit Suspension* |
| 4 th Offense | Permit is revoked for remaining school year* |

* Permit suspension applies to students with valid parking permits. Students without valid parking permits are subject to towing.

**Administration and/or School Resource Officer may at any time suspend/revoke a student's parking permit and/or disciplinary action may apply.

The violation ladder can be amended, and steps can be skipped based on the severity of the misconduct.

DISCIPLINE

Cocoa Beach Jr/Sr High School follows the Brevard Public Schools Discipline Policy. Refer to Code of Student Conduct for details and the discipline levels.

Discipline guidelines have been established in accordance with school board rules so that fair and consistent consequences will be provided for all students. Behavior that disrupts the learning environment will not be tolerated. After the teacher has exhausted his/her classroom ladder of consequences, including conferencing with the student, two teacher detentions, and parent contact, the student will be referred to the administration for disciplinary action. Severe disruptions will immediately be referred to administration without requirements of a discipline ladder.

Severe inappropriate behavior will result in suspension or recommendation for expulsion and possible referral to appropriate law enforcement agency regardless of a student's position on the ladder. This includes, but is not limited to: possession of weapon, drugs, alcohol, tobacco, fighting, battery, disrespect, sexual harassment, bullying/intimidation, forgery, and willful disobedience.

Teacher Authority:

Teachers have the authority to remove a student from the classroom if the teacher has documented that the student has repeatedly interfered with the classroom environment and/or the teacher determines the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with the ability of the student's classmates to learn. After the teacher has made appropriate and consistent interventions, the student may not be returned to the teacher's classroom without that teacher's consent or until a placement review committee determines the best placement for the student.

Bullying, Cyberbullying, Harassment, and Dating Violence and Abuse

Bullying, Cyberbullying, Harassment, and Dating Violence and Abuse In accordance with Board Policy 5517.01 – Bullying and Harassment and Board Policy 5517.13 – Dating Violence and Abuse, the Board is committed to providing an educational setting and workplace that is safe, secure, and free from bullying and harassment for all students and employees. The Board will not tolerate unlawful bullying, cyberbullying, and harassment of any type. Conduct that constitutes bullying, cyberbullying, and harassment, as defined herein, is prohibited:

- A. During any education program or activity conducted by the district.
- B. During any school-related or school-sponsored program or activity.
- C. On a school bus of the district, or at a District school bus stop.

D. Through the use of data or computer software that is accessed through a computer, computer system, or computer network within the scope of the district.

E. Through the use of data or computer software that is accessed at a non-school related location, activity, function, or program or through the use of technology or an electronic device that is not owned, leased, or used by the District or school, if the bullying substantially interferes with or limits the complainant's ability to participate in or benefit from the services, activities or opportunities offered by the District or school or substantially disrupts the education process or orderly operation of a school.

Definitions: **"Bullying"** includes "cyberbullying" and means systematically and chronically inflicting physical hurt or psychological distress on one (1) or more students or employees. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation; and may involve:

A. Teasing; B. Threats; C. Intimidation; D. Stalking; E. Cyberstalking; F. Physical violence; G. Theft; H. Sexual, religious, or racial harassment; I. Public or private humiliation; J. Destruction of property; and K. Social exclusion.

"Cyberbullying" means bullying through the use of technology or any electronic communication, which includes, but is not limited to, any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or blog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition 11 of bullying. Cyberbullying also includes the distribution by electronic means of a communication to more than one (1) person or the posting of material on an electronic medium that may be accessed by one (1) or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

"Cyberstalking" means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

"Harassment" means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against a student or school employee that: A. Places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property; B. Has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or C. Has the effect of substantially disrupting the orderly operation of a school. "Bullying", "cyberbullying", and "harassment" also encompass: A. Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying or harassment. Reporting an act of bullying or harassment that is not made in good faith is considered retaliation; B. Perpetuation of conduct listed in the definition of bullying and/or harassment by an individual or group with intent to demean, dehumanize, embarrass, or cause emotional or physical harm to a student or school employee by: 1. Incitement or coercion; 2. Accessing or knowingly and willingly causing or providing access to data or computer software through a computer, or computer network within the scope of the District school system; or 3. Acting in a manner that has an effect substantially similar to the effect of bullying or harassment. "Harassment" also means electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

"Sexual Cyber harassment" Pursuant to Florida law, "sexual cyber harassment" means to publish a sexually explicit image of a person that contains or conveys the personal identification information of the depicted person to an Internet website without the depicted person's consent, for no legitimate purpose, with the intent of causing substantial emotional distress to the depicted person. Sexual cyber harassment may be a form of sexual harassment. "Within the scope of the district" means regardless of ownership, any computer, computer system, or computer network that is physically located on school property or at a school-related or school-sponsored program or activity.

Expected Behavior: The District expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other

students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment. Such behavior is essential in maintaining an environment that provides each student the opportunity to obtain a high-quality education in a uniform, safe, secure, efficient, and high -quality system of education. The standards for student behavior shall be set cooperatively through interaction among students, parent/legal guardians, staff, and community members, producing an atmosphere that encourages students to grow in self -discipline. The development of such an atmosphere requires respect for self and others, as well as for District and community property on the part of students, staff, and community members. School administrators, faculty, staff, and volunteers serve as role models for students and are expected to demonstrate appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, bullying, or cyberbullying. Students are expected to conform to reasonable standards of socially acceptable behavior; respect the person, property, and rights of others; obey constituted authority; and respond to those who hold that authority.

Consequences: Consequences and appropriate remedial action for students who commit acts of bullying, cyberbullying, or harassment or are found to have wrongfully and intentionally accused another as a means of bullying, cyberbullying, or harassment may range from positive behavioral interventions up to and including suspension or expulsion, as outlined in the Student Conduct section of this Code of Student Conduct. Consequences and appropriate remedial action for a school employee found to have committed an act of bullying, cyberbullying, and/or harassment or found to have wrongfully and intentionally accused another as a means of bullying, cyberbullying, and/or harassment shall include discipline in accordance with District policies, administrative procedures, and the collective bargaining agreement. Egregious acts of harassment by certified educators may result in a sanction against an educator's State-issued certificate. (See the Principles of Professional Conduct of the Education Profession in Florida F.A.C. 6A-10.081) Consequences and appropriate remedial action for a visitor or volunteer found to have committed an act of bullying, cyberbullying, and/or harassment or found to have wrongfully and intentionally accused another as a means of bullying, cyberbullying, and/ or harassment shall be determined by the school administrator after consideration of the nature and circumstances of the act, including reports to appropriate law enforcement officials.

Procedure for Reporting: The Board designates the principal, or designee, as the person responsible for receiving all alleged acts of bullying, cyberbullying, and/or harassment. Any student or student's parent/legal guardian who believes s/he has been or is the complainant of bullying, cyberbullying, or harassment should immediately report the situation to the school Dean. Complaints against the principal should be filed with the Superintendent or designee. Complaints against the Superintendent should be filed with the Board Chair.

Dean's Detentions:

Aside from detentions assigned for tardies, a student may be assigned a detention as a corrective strategy for a disciplinary action. Failure to serve the detention results in further disciplinary action. **Transportation of pupils to/from detentions is the responsibility of the parent as bussing will not be available.**

Parents can contact the Dean's Office if an assigned detention needs to be rescheduled.

Saturday School

Students may be assigned an extended detention to be served on Saturday. Parents of students assigned a Saturday School are notified and students are reminded of their consequence the day before. Transportation is not provided.

Cell Phone/Electronic Equipment:

Maintaining the integrity of the learning environment is our top priority.

- Students must have a signed cell phone contract on file, or he/she will lose the opportunity for a warning and have the device privilege revoked.
- Students will be permitted to have cell phones/devices in their possession throughout the school day. However, usage will only be permitted before the first bell, in between class changes, during lunchtime, and after the last bell of the day.
- During the expressed time when cell phones are allowed to be on and in use, students are encouraged to keep their phone on a "silent" mode, should that telephone option be available.

Should a student be observed using a cell phone/device during class, or misuse of a phone during the school day, discipline action will include but is not limited to a dean's referral and confiscation of the phone.

Should confiscation occur, the phone will only be returned when retrieved by a parent or a guardian.

Additionally, student abuse of this policy will result in the student losing the privilege to be able to carry a cell phone permanently, or for a period of time as determined by an administrator.

- ➔ **During times of testing and other student evaluations, teachers may request that students remove their cell phone from their possession, either by returning to a locker or placing under a desk, reducing the possibility of compromised test security.**

Tardy Policy:

The tardy policy at Cocoa Beach Jr/Sr High School is established to minimize classroom disruptions. Late arrival to school and late arrival to class are considered tardies and will be disciplined in accordance to the tardy policy.

Late to School: Late students **must** report to the Attendance Office upon arriving at school regardless of the time of day. Habitual tardiness to school could result in the student missing morning classes. Those tardies to school will result in unexcused absences for the periods missed eventually resulting in a possible FA (Failure due to absences) in those classes and disciplinary consequences as per tardy ladder. Students arriving during the second half of a class period will be considered absent for that class.

Students choosing to drive to school including students living Out-Of-Area accept the responsibility of arriving on time.

Tardiness due to transportation issues are considered unexcused unless arriving by school bus.

Late to Class: Students have 5 minutes between classes. Locker visits and socialization during class changes should be kept to a minimum.

Students that are tardy to school or to a class are issued a tardy/detention pass. **Any student that is tardy is assigned a detention.** The detention date is recorded on the pass the student is given at the immediate time of issue. Students show this pass to the teacher and keep their copy, so they know when to report to their assigned detention. Some late arrivals may be excused by administration.

Dress Code

The Board's dress and grooming policy (5511) was developed to provide specific guidelines for students to follow and for staff to enforce regarding the dress or appearance of each student. Staff must ensure that a student's dress is not extreme to the point that it creates a disruption in the learning environment, is not offensive or vulgar to the point that it infringes on the rights of other students/staff and does not represent a hazard to the student wearing the attire, other students, staff, or to school property. Student dress and standards of personal grooming should be in conformity with a studious atmosphere.

Repeated Dress Code violations will be documented on a discipline referral.

The following procedures are established to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. These procedures should not be used to replace the specificity that schools currently have in place in their school site dress codes:

A. Head 1. No hats, curlers, bandanas, or sunglasses (unless prescribed by a physician) are to be worn in the school building or hallways. 2. Extreme hair styles or hair colors that create a disruption are prohibited.

B. Upper Garments 1. Garments must be of a length and fit that are suitable to the build and stature of the student. The cut of sleeveless garments must not expose undergarments or be otherwise immodest. 2. Strapless garments are prohibited. Straps of permitted garments must be a minimum of 1 1/2 inches in width. (Tube tops and halter tops are prohibited.) 3. Necklines of all upper garments must be modest. Low cut necklines are prohibited. 4. Excessively large or baggy clothes, which may conceal dangerous items or be a safety hazard, shall not be worn. 5. Upper garments must adequately cover the waistline and must not expose the midriff while the student is performing normal school-related activities (studying, retrieving books, raising hands, etc.).

C. Lower Garments 1. Pants shall conform to the build and stature of the student, shall be worn at the waist, and shall not extend below the heel of the shoe in length. Pants shall have no holes or rips. (Tights, spandex, leggings, bike shorts, etc., are not permitted.) 2. Undergarments shall not be visible. (Sports bras are considered undergarments.) 3. Dresses and skirts must reach mid-thigh or below in length with the waistband of skirts worn at waist level. 4. Shorts must have clearly discernable inseams of reasonable length and cover the buttocks. Short shorts are prohibited. 5. Garments must be of a length and fit that are suitable to the build and stature of the student.

D. Footwear Students in K-6 must wear shoes that are safe and appropriate for recess and physical education. Students in grades 7-12 may wear footwear commonly considered as beachwear (for example: flip flops, thongs, etc.) unless a course of instruction requires them to wear safe and appropriate footwear to protect the student from injury, (i.e. athletic shoes in physical education class).

E. Accessories 1. Clothing, jewelry, and accessories shall not convey messages that are crude; vulgar/profane; violent/death-oriented; gang related; sexually suggestive; and/or promote alcohol, drugs, or tobacco. 2. Dog collars, tongue rings, wallet chains, large hair picks, chains that connect one part of the body to another, or other jewelry/accessories that pose a safety concern for the student or others shall be prohibited.

The Superintendent shall develop administrative procedures to implement this policy which: A. designate the principal as the arbiter of student dress and grooming in his/her building; B. instruct staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance; C. ensure that all rules implementing this policy impose only minimum and necessary restrictions on the exercise of the student's taste and individuality. Students who violate the dress code will not be admitted to class and may be suspended from school.

Locker Policy

Students select their locker of choice. A lock can be purchased through the school. Students are not permitted to change lockers. If a student changes their locker without administration assistance, they may lose locker privileges for the remainder of the school year.

Pledge of Allegiance

Students have the responsibility to show respect during the pledge of allegiance to the flag, per Section 1003.44(1), Florida Statutes. Upon written request submitted by his or her parent/legal guardian, a student must be excused from reciting the pledge of allegiance, including standing, and placing the right hand over his or her heart. When the pledge is recited, unexcused students must show full respect to the flag by standing at attention, removing any headdress, except when such headdress is worn for religious purposes.