

Central Middle School

2600 Wingate Boulevard, West Melbourne, FL 32904

MAIN OFFICE

321-722-4150

FAX

722-4165

Student Handbook 2021-2022

This **Student Handbook** contains the **Central Middle School** rules and procedures. Each student is responsible for knowing its contents. Failure to read the **Student Handbook** or the **Student Code of Conduct** is an unacceptable reason for not following the rules or procedures.

THIS STUDENT HANDBOOK IS TO BE USED IN CONJUNCTION WITH THE SECONDARY STUDENTS CODE OF CONDUCT BOOKLET ISSUED BY THE BREVARD COUNTY SCHOOL BOARD.

It is beyond the scope of this handbook to identify all potentially relevant state laws, rules, or regulations and School Board policies that may apply to a specific disciplinary case. Therefore, the publication of the Central Handbook is not an exhaustive representation of every possible example of inappropriate behavior for which a student may receive a disciplinary consequence. However, it does represent a good faith effort to address the more frequently observed behaviors of students generally.

HOW TO USE THIS Handbook/ Planner:

This handbook/planner is designed to assist students in learning organization, time management, and good study/work habits. These are **life skills** that will help our students be productive and successful. Here are a few tips for using your planner to ensure your success:

- **READ** the school policies and procedures. They contain helpful math formulas, grammar rules, parts of speech, reading and writing tips, and the school year calendar for planning.
- **EACH DAY** for **EACH CLASS**, record what you did in class (agenda) **AND** what homework you have.
 - **USE** the week overview page to keep each day and class separate.
- At the end of the day, **REVIEW** your homework assignments to plan what you need to take home with you.
- When you get home, **REVIEW** what you did in each class and prioritize any assignments or projects.
- **USE** the month overview page to note important due dates and upcoming tests.
- **USE** the far right column each week to note important due dates and upcoming tests as well.
- **REVIEW** these due dates as you plan for study and work time.

Administration and Staff

Principal	Mr. Todd Scheuerer
Assistant Principal	Ms. Jessica Thomas
Assistant Principal	Ms. Barbara Kelly
Assistant Principal	Mr. Cole Mannes
Secretary	Ms. Sandra Diaz
Bookkeeper	Ms. Jessica Waldron
Front Office Clerk	Ms. Pam Mosley
Attendance Clerk	Ms. Julie Kitchener
7th Grade Guidance Counselor	Ms. Cathy Carroll
8th Grade Guidance Counselor	Ms. Stacey Jackson
Eagle and AVID Programs	Ms. Kara Turey
ESE Guidance Counselor	Ms. Tammy Greene
Guidance Service Professional	Ms. Lindsay Malloy
Guidance Clerk	Ms. Gloria DeJesus
Media Specialist	Ms. Julie Edwards
Literacy Coach	TBA
Technology Associate	Mr. Pete Baxley
School Resource Officer	Corporal Jeremy Mullin
Head Custodian	Mr. Chris Burwell
Cafeteria Manager	Ms. Cheryl Fortmayer
School Nurse	Ms. Gina Baptiste

EXPECTATIONS OF CENTRAL MIDDLE SCHOOL – C.A.R.E

Central Middle School has rules and procedures necessary to ensure everyone's right to teach and learn. To make the most of your instructional time, please follow these school rules in class, on our campus, on the school bus, and at all school-related activities. All members of the faculty and staff have the authority to enforce school rules. Our expectation is that students, teachers, parents, and administrators work together to create a safe learning environment for all.

Come Prepared for Class

- ◆ Bring text, paper, and pencil or pen as required by the teacher.
- ◆ Bring completed homework and other material required by the class.
- ◆ Be in class on time.
- ◆ Study for tests, quizzes and read regularly.
- ◆ Attend school on a regular basis with no unexcused absences.

Assume Responsibility

- ◆ Display respect for adults, other students, and yourself.
- ◆ Behave and speak appropriately at all times.
- ◆ Be engaged in learning at all times.
- ◆ Leave items of distraction (toys, hats, iPods, cards, etc.) at home.

Respect Others

- ◆ Dress appropriately and according to the dress code.
- ◆ Refrain from inappropriate displays of affection.
- ◆ Behave appropriately when involved in school-related activities.
- ◆ Take care of the school and school materials, including buildings, furniture, texts, library books, equipment and all other school property.
- ◆ Contribute to a safe and respectful school environment.

Excel

- ◆ We will treat students and parents with respect, dignity, and professionalism.
- ◆ We will maintain a safe, clean, and positive environment for all students.
- ◆ We will communicate with parents/guardians on a regular basis.
- ◆ We will implement a variety of special programs and activities.
- ◆ We will provide highly trained, effective, and caring teachers to meet individual student needs.
- ◆ We will assure responsive leadership and quality services from our staff.

STUDENT CONDUCT

At Central Middle School, students are expected to show proper respect to teachers and peers. Teachers are in charge of the classroom; when you are asked to do something, we expect you to comply. Disrespectful acts are not tolerated. We expect our students to give their best effort every day at school to achieve academic success.

Discipline Plan Secondary 7-12
Student Behaviors and Range of Corrective Strategies

<i>Student Behavior (Incident)</i>	<i>Range of Corrective Strategies (Action)</i>
<p>Level 1 Behaviors: relatively minor misbehavior or general disruption that affects the orderly operation on a school campus, a school bus/bus stop, at a school/school board sponsored function, or while at other school board facilities.</p> <p style="text-align: center;">LEVEL 1</p> <ul style="list-style-type: none"> • Cheating • Classroom Disruption • Disengaged Behavior • Dress Code Violation • Electronic/Telecommunication Device Misuse (Minor) • Failure to Serve an Admin Detention • Failure to Serve an Extended Detention • Failure to Serve a Teacher Detention • Horseplay • Network/Internet Misuse (Minor) • Plagiarism • Profanity, Obscene, or Vulgar Language (Minor) • Public Display of Affection • Tardy to Class* • Tardy to School* • Unauthorized Possession of Item(s) • Unauthorized Publication(s) • Vehicle/Parking Violation <p>*These incidents should never lead to out of school suspension.</p>	<p>The principal or designee <u>must</u> select at least one of the following strategies from Plan 1. Repeated Level 1 incidents may be advanced to Level 2 with approval from the Office of Leading and Learning.</p> <p style="text-align: center;">PLAN 1</p> <ul style="list-style-type: none"> • Administrative Detention • Bicycle or Skateboard Privilege Staggered/Suspended/Revoked • Check-in/Check-Out with Identified Staff Member • Conference with Student • Confiscation of Item(s) or Device(s) • Daily or Weekly Report to Parent(s)/Guardian(s) • Extended Detention • Home Visit • In-School Suspension • Loss of Privilege(s) • Mentoring • Parent Conference • Parking Privilege Suspended/Revoked • Peer Mediation • Phone Conference • Plan Meeting (504, ELL, IEP, or IPST) • Reassigned Bus Seat • Referral to Community Based Organizations • Referral for Functional Behavioral Assessment/Behavior Intervention Plan • Referral to Certified School Counselor • Reflective Assignment • Restorative Practice Informal/Formal Conference • School Service Work • Seating Change • Social/Academic Instructional Groups • Stay Away Contract • Student Behavior Contract • Teach/Reteach Student Expectations • Wardrobe Change
<p>Special Considerations</p> <p>Good faith attempt must be made immediately to contact parent(s)/guardian(s). If the behavior is related to gangs, weapons, retaliation or hate crimes, then next level corrective strategies may be necessary. Report to law enforcement any criminal conduct.</p> <p>Students with Disabilities (IEP/Section 504): Disciplinary action(s), as outlined in this document must comply with the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, as well as state and local regulations. For detailed information regarding students with disabilities refer to the IDEA or Section 504 Procedural Safeguards.</p>	

<i>Student Behavior (Incident)</i>	<i>Range of Corrective Strategies (Action)</i>
<p>Level 2 Behaviors: more serious than Level 1 behaviors and significantly interfere with the learning and/or the well-being of self and/or others on a school campus, a school bus/bus stop, at a school/school board sponsored function, or while at other school board facilities.</p> <p style="text-align: center;">LEVEL 2</p> <ul style="list-style-type: none"> • Ammunition Possession • Chemical Spray Misuse • Failure to Report Criminal Offense • False Reporting • Forgery • Gambling • Larceny/Theft Less Than \$300 • Leaving School Campus Without Permission • Medication Policy Violation • Out of Assigned Area • Pornographic Materials (Minor) • Possession of Stolen Item(s) • Threat to Property • Tobacco (TBC) • Trespassing (TRS) 	<p>The principal or designee <u>must</u> select at least one of the following strategies from Plan 2. The use of corrective strategies from Plan 1 may also be used to address Level 2 behaviors. Repeated Level 2 incidents may be advanced to Level 3 with approval from the Office of Leading and Learning.</p> <p style="text-align: center;">PLAN 2</p> <ul style="list-style-type: none"> • Bus Suspension (Short Term) • Classroom Reassignment • Extended Detention • Financial Restitution • In-School Suspension • Mentoring • Out-of-School Suspension (1-3 Days) • Report to Law Enforcement • Reverse Suspension • Safety Plan • Suspension Pending Parent Conference (up to 3 days) • Suspension/Revocation of Network/ Internet Access
<p><u>Special Considerations</u></p> <p>Good faith attempt must be made immediately to contact parent(s)/guardian(s). If the behavior is related to gangs, weapons, retaliation or hate crimes, then next level corrective strategies may be necessary. Report to law enforcement any criminal conduct.</p> <p>Students with Disabilities (IEP/Section 504): Disciplinary action(s), as outlined in this document must comply with the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, as well as state and local regulations. For detailed information regarding students with disabilities refer to the IDEA or Section 504 Procedural Safeguards.</p>	

<i>Student Behavior (Incident)</i>	<i>Range of Corrective Strategies (Action)</i>
<p>Level 3 Behaviors: more serious than Level 2 behaviors that include serious disruption of school order and/or threats to the health, safety and well-being of self and/or others and/or property of others on a school campus, a school bus/bus stop, at a school/school board sponsored function, or while at other school board facilities.</p> <p style="text-align: center;">LEVEL 3</p> <ul style="list-style-type: none"> • Bullying (BUL) • Counterfeit • Cyberbullying (BUL) • Electronic/Telecommunication Device (Major) • Fighting (Non-SESIR) • Inciting • Physical Aggression, One-sided • Possession of a Potentially Dangerous Object • Profanity, Obscene or Vulgar Language (Major) • Sexting • Vandalism Less Than \$1,000 • Verbal Confrontation • Willful Disobedience/Insubordination 	<p>The principal or designee <u>must</u> select at least one of the following strategies from Plan 3. The use of corrective strategies from Plans 1 and 2 may also be used to address Level 3 behaviors. Repeated Level 3 incidents may be advanced to Level 4 with approval from the Office of Leading and Learning.</p> <p style="text-align: center;">PLAN 3</p> <ul style="list-style-type: none"> • Bus Suspension (Long Term) with Office of Leading and Learning approval • Extended Detention • In-School Suspension • Out-of-School Suspension (1-3 days) • Out-of-School Suspension (4-5 days) with approval from the Office of Leading and Learning • Suspension Pending Parent Conference (up to 3 days)
<p><u>Special Considerations</u></p> <p>Good faith attempt must be made immediately to contact parent(s)/guardian(s). If the behavior is related to gangs, weapons, retaliation or hate crimes, then next level corrective strategies may be necessary. Report to law enforcement any criminal conduct.</p> <p>Students with Disabilities (IEP/Section 504): Disciplinary action(s), as outlined in this document must comply with the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, as well as state and local regulations. For detailed information regarding students with disabilities refer to the IDEA or Section 504 Procedural Safeguards.</p>	

<i>Student Behavior (Incident)</i>	<i>Range of Corrective Strategies (Action)</i>
<p>Level 4 Behaviors: the more serious acts of unacceptable behaviors that seriously endanger the health and well-being of self and/or others and/or cause significant damage to property on a school campus, a school bus/bus stop, at a school/school board sponsored function, or while at other school board facilities.</p> <p style="text-align: center;">LEVEL 4</p> <ul style="list-style-type: none"> • Alcohol Possession/Sale/Use/Distribution (ALC) • Arson (ARS) • Assault (TRE) • Breaking and Entering/Burglary (BRK) • Cyberstalking (TRE) • Disruption of Campus - Major (DOC) • Drug Sale/Distribution Excluding Alcohol (DRD) • Drug Use/Possession Excluding Alcohol (DRU) • Explosives (WPO) • False Accusation Against a Staff Member • Felony (Off Property) • Fighting (FIT) • Harassment (HAR) • Hazing (HAZ) • Larceny/Theft \$300 or Greater (STL) • Network/Internet Misuse (Major) • Other Major Crimes (OMC) • Physical Attack (PHA) • Robbery (ROB) • Sexual Assault (SXA) • Sexual Harassment (SXH) • Sexual Offense (SXO) • Threat/Intimidation (TRE) • Vandalism \$1000 or Greater (VAN) 	<p>The principal or designee <u>must</u> select at least one of the following strategies from Plan 4. The use of corrective strategies from Plans 1, 2, and 3 may also be used to address Level 4 behaviors. For all Level 4 behaviors contact the Office of Leading and Learning.</p> <p style="text-align: center;">PLAN 4</p> <ul style="list-style-type: none"> • Out-of-School Suspension (1-5 Days) with Approval from the Office of Leading and Learning • Out-of-School Suspension (up to 10 days pending investigation) • Recommendation for Alternative Placement • Recommendation for Expulsion • Report to Law Enforcement • Transfer student to ALC
<p><u>Special Considerations</u> Immediately contact parent(s)/guardian(s). Report to law enforcement any criminal conduct.</p> <p>Students with Disabilities (IEP/Section 504): Disciplinary action(s), as outlined in this document must comply with the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, as well as state and local regulations. For detailed information regarding students with disabilities refer to the IDEA or Section 504 Procedural Safeguards.</p>	

<i>Student Behavior (Incident)</i>	<i>Range of Corrective Strategies (Action)</i>
<p>Level 5 Behaviors: the most serious acts of unacceptable behaviors that seriously endanger the health and well-being of self and/or others and/or cause significant damage to property on a school campus, a school bus/bus stop, at a school/school board sponsored function, or while at other school board facilities.</p> <p style="text-align: center;">LEVEL 5</p> <ul style="list-style-type: none"> • Battery with More Serious Injury (BAT) • Bomb Threat (DOC) • Homicide (HOM) • Kidnapping (KID) • Sexual Battery (SXB) • Weapons Possession (WPO) 	<p>The principal or designee <u>must</u> select at least one of the following strategies from Plan 5. All Level 5 behaviors <u>must</u> be reported to law enforcement and to the Office of Leading and Learning.</p> <p style="text-align: center;">PLAN 5</p> <ul style="list-style-type: none"> • Out-of-School Suspension (up to 10 days pending investigation) • Recommendation for Alternative Placement • Recommendation for Expulsion • Report to Law Enforcement
<p><u>Special Considerations</u> Immediately contact parent(s)/ guardian(s).</p> <p>Students with Disabilities (IEP/Section 504): Disciplinary action(s), as outlined in this document must comply with the Individuals with Disabilities Act (IDEA) and Section 504 of the Rehabilitation Act of 1973, as well as state and local regulations. For detailed information regarding students with disabilities refer to the IDEA or Section 504 Procedural Safeguards.</p>	

Grievance Procedures

The Secondary Student's Code of Conduct Handbook states that the student has the right "to receive an adequate hearing on any grievance by school personnel authorized to make decisions." In all cases involving discipline at Central, the procedures listed below will be followed:

1. The teacher or reporting school personnel will report the misbehavior and/or violation of School Board or school policy in writing on the discipline referral form.
2. The charges will be read to the student.
3. The student will have the opportunity to respond to the charges.
4. If the student denies guilt of the offense, the charges will be investigated by the administration.
5. A copy of the completed referral form including the recommendation of the appropriate penalty for misbehavior will be sent home to the parents.
6. Prior to suspension by the principal, every effort will be made to contact the parent of the student.
7. In all cases, students and/or parents shall have the right to appeal the penalty to the principal.
8. In discipline cases involving criminal acts that might lead to a suspension and/or recommendation for expulsion by the principal, steps 1-7 will be followed. In addition, the following procedures will be instituted:
 - Student rights will be respected.
 - Students will be made aware of the seriousness of the act and the most severe penalty for such an act.
 - Students will have the opportunity to respond to the charges both in writing and/or verbally.
 - Every attempt will be made to contact the parents immediately and get them involved.
 - District School Security personnel and, if necessary, law enforcement will be notified.

Dean's Detention

**Dean's Detentions will be held on Wednesdays in the Cafeteria
8:15 AM – 9:00 AM OR 4:15 PM – 5:00 PM**

Students must arrive on time and have homework or a book to read. Dean's detention will be quiet study time. Students who do not serve their detention will be given 1 day ISS.

GUM

Central is a **NO GUM** Zone. Please do not bring gum to Central Middle School as it creates a major vandalism issue for the custodians on a regular basis. Chronic gum chewing incidents will be handled as willful disobedience.

“No Go” List

Students who receive a discipline referral (bus included) where the consequence is either ISS or Suspension, within 15 school days prior to an event, will NOT be permitted to attend school activities such as: field trips, yearbook signing party, basketball games, track meets, or other special activities during or after school.

Participation in school events is not a right and may be denied to any student who has demonstrated disregard for the rules of the school.

Dress Code

A very important part of Central Middle School is the pride we have in our school and in our student body. Our dress code reflects that special pride. Developed by a group of parents, teachers and students, the intent of the code is to create proper standards of safety, health, and welfare for all students.

The standards of appearance for students shall ensure that the students be clean, neat, and properly dressed. They shall observe modes of dress and standards of personal grooming which are in conformity with the studious atmosphere and good personal hygiene necessary in schools.

It is the responsibility of the Principal to see that the dress or appearance of a student is not extreme to the point of creating a disturbance or is hazardous to oneself, others or school property, whether or not the specific case is covered by the above paragraph.

As a minimum, the dress code shall include provisions for the appropriateness of clothing, accessories, and footwear, which will maintain adequate standards of safety, health, and welfare for all students. Beachwear and see-through or otherwise revealing apparel is not appropriate.

Students are not permitted to wear clothing that contains printed profanity, vulgarity, sexually explicit meaning, or with reference to drugs, alcohol, death, gangs, weapons, violence, or sex.

It is the responsibility of each student to adhere to this policy. Failure to do so will result in referral to administration.

Specific Guidelines for Dress Code

The following examples should be used as a guideline, but 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. Hairstyles must be non-disruptive and may not prohibit eye contact.
3. **Hoods are not permitted to be worn on campus under any circumstances.**

(b) Upper Garments

1. **Tube tops, halter-tops, spaghetti straps, or any other narrow strap is prohibited.**
2. Strapless garments are prohibited
3. Undergarment shall not be visible at any time. (sports bras are undergarments)
4. Necklines of all upper garments must be modest. Low cut necklines are prohibited.
5. Excessively large or baggy clothes, which may conceal dangerous items or be a safety hazard, shall not be worn.
6. **Upper garments must adequately cover the waistline and must not expose the midriff,** while the student performs normal school-related activities: 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.
2. **Pants/J Jeans/Shorts shall have no holes or rips above the knee.**
3. Undergarments shall not be visible.
4. Garments must be of a length and fit that are suitable to build and stature of the student.
5. Shorts must have a 4" inseam and cover the buttocks. Short-shorts are not permitted.
6. Skirts and dresses must be long enough to reach the mid-thigh. (fingertip of arm extension)
7. **Leggings, yoga pants, bike shorts, tights are not permitted.**
8. Students may not wear multiple shorts/pants (athletic shorts under pants)

(d) Footwear

1. Students must wear shoes that are safe and appropriate for the learning environment. Sneakers/athletic shoes are required protect the student from injury in P.E. class.
Slippers, Crocs, Slides, flip flops are not allowed.

(e) Accessories

1. Clothing, jewelry, and accessories shall not convey messages that are: vulgar/profane; weapons, violent/death-oriented; gang-related; sexually suggestive; promoting alcohol, drugs, or tobacco.
2. Jewelry or accessories that pose a safety concern for the student or others are prohibited. Hair picks, dog collars, large chains, wallet chains, or chains that connect one part of the body to another are prohibited.

(f) Symbols or Clothing Showing Membership/Affiliation with a Gang

1. Any clothing, accessories or symbols that convey membership or affiliation with a gang or other similarly oriented group or association prone to violence or criminal acts is prohibited.
2. Prohibited gang clothing/accessories can include, but is not limited to, gang related colors, bandanas, caps, rolled up or split pant cuffs, certain sports attire with "street meaning", etc.

Students will be given a warning for their first dress code violation. If a second violation occurs student will receive a discipline referral.

***Under no circumstances are students permitted to possess or spray any type of spray deodorants, hair sprays, perfumes, body sprays or colognes during the school day**

Electronic Devices

Central Middle School does not permit electronic devices such as cameras, laser lights, AirPods, IPODs, play stations, kindle, IPADS, notebook computers, etc.

Headphones are permitted for educational purposes only at the discretion of each teacher.

Central is not responsible for lost or stolen electronic devices.

Confiscated items must be picked up by parents by May 27th or they will be donated to charity.

Cell Phones

Students attending Central Middle School may have a cell phone provided the following standards are met:

- All Central Middle School students must complete a cell phone contract BEFORE bringing a cell phone on campus.
- If you obtain a cell phone after the registration date or your cell phone information changes it is the student's responsibility to contact the front office to either complete or update a cell phone contract.
- ***Per school board policy, your cell phone must be turned off and stored out of sight from 9:00 am until after the student exits the green gate at 4:15.***
- Central is not responsible for lost or stolen cell phones, nor do we have the resources to investigate if they are lost or stolen.
- The cell phone must be secured and kept out of sight in bookbag.
- If a student's cell phone is confiscated, a parent/guardian must pick up the phone. Confiscated phones will not be returned to a student.
- **Use of a cell phone in the classroom during the school day to talk, text, photograph, video record or access the internet will result in disciplinary action.**
- If a student continues to violate the cell phone contract their cell phone privilege may be revoked.

*** Per State Testing Policy – cell phones are not allowed within reach of the student during testing ***

Bullying

Bullying is defined as a person willfully and repeatedly exercising power or control over another with hostile or malicious intent. Bullying can be physical, verbal, electronically transmitted, and psychological, through attacks on personal property or a combination of any of these. **School Board Policy # 5517.01**

Examples of these behaviors include: hitting, kicking, pushing, blocking student movement, unwelcome physical contact, taunting, teasing, name calling, threats, spreading rumors, social exclusion, extortion, intimidation or cyberbullying.

Cyberbullying is the use of information and communication technologies such as e-mail, cell phone, text messages, IM or web sites to support repeated hostile behavior by an individual or group with the intent to threaten or harm others, or which substantially interferes with the operation of a school or an individual's ability to receive an education.

Any student who feels he/she is a victim of bullying should immediately report the aggressive behavior to an administrator. Students may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator.

If the investigation finds that aggressive/bullying behavior has occurred, it will result in prompt discipline action which may include up to a recommendation for expulsion. **School Board Policy # 5517.01**

Sexual Harassment

Sexual harassment is defined as: Any unwelcome sexual advance, request for sexual favors and other verbal or physical conduct of a sexual nature that is severe or persuasive enough to create a hostile or intimidating work or learning environment. **School Board Policy # 5517.01**

One of the difficult things for students to understand about sexual harassment is that the intent does not affect whether or not an act or statement is considered sexual harassment. Whether an act or statement is unwelcome by the listener or receiver determines whether it can be labeled “sexual harassment”.

Behaviors that may have once been considered a part of growing up are not acceptable at school. The following behaviors may constitute sexual harassment and are not appropriate at school:

1. using obscene language
2. sexual innuendoes or comments
3. starting rumors about a person’s sexual behavior
4. humor or jokes about sex or females/males in general
5. pestering a person for a date
6. touching, patting, pinching, etc.
7. rating a person’s sexuality or attractiveness
8. leering or staring at a person in a sexual way
9. writing/name calling about a person’s sexuality
10. sexual name calling
11. sexual ridicule
12. letters, notes, telephone calls, computer messages of a sexual nature.
13. displaying pictures, calendars, cartoons, or other materials with sexual content.
14. “Mooning” or “streaking”
15. “Pantsing” – pulling another student’s pants down
16. Jokes or comments about a person’s sexual orientation

Racial/Ethnic Slurs

At Central Middle School we believe all students should be respected. As a result, we have a zero tolerance policy for any student who states or displays any racial and/or ethnic slurs towards another student or staff member regarding their race or religious beliefs. Each incident will be investigated and if proven true, the student will be given a disciplinary consequence.

Pledge of Allegiance

During the 2016 legislative session, changes were made to 1003.44, F.S., the recitation of the pledge of allegiance. The language of the bill is as follows:

1003.44 Patriotic program; rules.- The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle and high school in the state. Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student may be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes.

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ATTENDANCE

Attendance is required of all students enrolled at Central Middle School during the hours and days the school is in session. School attendance shall be the responsibility of parents/guardians and students. Additionally, when a student is absent from school, for any reason, the parents/guardians **MUST** provide a written statement of the cause of such absence. This written statement **MUST** be provided within ten school days after student returns to school from an absence.

Notes can be faxed to the school at 321-722-4165

Excused Absences Per School Board Policy

Absences not counted in the nine days are:

- Court dates (documentation required)
- Religious holidays (Eligible days are determined by the district and require prior approval)
- Illness **with** medical documentation- **Doctors notes must be turned in within 10 days of the student returning to school. These can be faxed to the school from the doctor's office.**
- Chronic and extended illness (documentation required)

Failure Due to Attendance

A student who has **more than NINE (9) unexcused** absences per semester will not receive a passing grade for the semester. If a student fails due to absences and passes a course, then the student will receive a 59% for that course.

Parent Responsibilities

Ensure that your student arrives on time and is in school ALL DAY-EVERY DAY.

- A. Try to schedule doctor appointments and dental appointments before or after school.
- B. Student(s) should only be checked out of school BEFORE the end of the day for EMERGENCIES only. **Remember, all checkouts cause a disruption of the learning environment.**
- C. Vacations, including family trips should be scheduled during the summer break or during scheduled school holidays.
- D. When your student is absent from school, you must send in a parent note or a doctor's note for each absence. Remember, parent notes explaining a student's absence DO NOT count as an excused absence. **The absence WILL COUNT towards the NINE absent days per semester.**
- E. Students are marked absent by class periods. This means each time you check your student out early, or the student arrives late, the class period(s) missed count towards the nine days absence rule.
- F. Please keep the school updated with current work, home and cell phone numbers.

Absence from School for Religious Holidays

Students may request prior approval from school administration to be absent from school for observance of district approved religious holidays. **This must be done in writing.**

Habitual Truant

As defined in F.S. 1000.01, a “habitual truant” is a student who has fifteen (15) or more unexcused absences within 90 calendar days, with or without the knowledge or consent of the student’s parent or guardian. At Central Middle School, any student who accumulates a total of fifteen (15) days of unexcused absences in a class period in a semester WILL BE considered habitually truant. A student identified as *habitually truant, as explained above, is NOT* entitled to an attendance appeal for excessive absences and will be referred to the District Truant Officer.

Attendance Appeal Process

Students attending Central are entitled to an attendance appeal once the student has accrued more than 9 unexcused absences (or 9 unexcused absences from one or more class periods) in a semester. An unexcused absence is an absence where the student has been absent from school, but has not provided the required excused documentation upon return, which is required by the school board.

Attendance Appeal packets will be available prior to the end of each semester. Failure to comply with any of the following will invalidate your appeals request:

- Complete the essay portion of the paperwork
- Parent signature
- Turn packet in on or before due date

Requests for exception to the Central Middle School Attendance Appeal process must be submitted in writing to the principal. The Attendance Committee consists of three to five (3-5) members, which may include an administrator, guidance counselors, attendance clerk, social worker, or teachers.

Tardy Behavior

As a student at Central Middle School, you are expected to use the four minutes between classes for gathering all required materials for your next class, getting a drink and using the restroom, if needed.

- The green gate of the school is closed at the tardy bell for first period. If the gate is closed, you are tardy and you must report to the front office. The office will issue an admit slip indicating the time of arrival at school to be presented to your classroom teacher.
- Students arriving late to school will be allowed 3 unexcused tardies per semester before being assigned a dean’s detention. Once a student has a 4th tardy they will receive a discipline referral for each unexcused tardy. Only students presenting a doctor’s note or court documentation will be granted an excused tardy.
- *Students tardy to class during the school day will be assigned a dean’s detention.*

Check Out Policy

For the safety of our students, Central Middle School will **NOT** permit any student to leave school grounds without the permission of the **registering** parent/guardian. In an emergency situation, the **registering parent** must provide a written note authorizing the school to allow a listed emergency contact to check-out their child.

Check-outs must be done prior to 3:45 PM (2:30 PM on early release days). Classroom interruptions for “last minute” messages or “drop-offs” are not permitted. For the safety of our students, pick-up arrangements will **NOT** be done over the phone.

FOR the Convenience of PARENTS – A written note from the parent submitted by student to the front office **in the morning** will expedite the check-out process.

School Bus Procedures

- A. All buses load passengers at the bus lane on the WEST side of campus.
- B. Any student who lives two miles or more from school is eligible to ride and is assigned a bus without cost.
- C. Bus riders will be dismissed first, followed by walkers, bikers and car riders.
- D. Students shall not carry any item onto the bus that cannot be held in the lap; items specifically excluded from the school bus include but are not limited to, large band instruments, oversized backpacks, foldable scooters, and skateboards. Animals are not allowed on the bus.
- E. **Students shall ride only their assigned school bus** and shall be at the bus stop a minimum of five (5) minutes before the scheduled arrival of the bus.
- F. **Students MUST only get on and get off the school bus at their assigned bus stop.**
- G. **Students will NOT ride another bus home with a friend.**
- H. **Throwing objects out of the window of a school bus is a felony. Student(s) throwing objects out of the window of a school bus will face disciplinary consequences. Should injury or damage occur, criminal charges may be filed.**
- I. The driver is in full charge of the bus and the students riding the bus. Students MUST obey the driver.
- J. **The driver has the right to assign seats to maintain order on the bus. It is the student's responsibility to sit in their assigned seat, at all times, as directed by the driver.**
- K. Parents are responsible for making prior arrangements with their students if they will not be riding the bus in the afternoon. The school is not responsible for relaying information regarding changes in afternoon transportation for bus riders.
- L. Violation of district transportation policies, rules or standards of conduct, including disruptive behavior on a school bus or at a school bus stop (within 200 ft), by a student is grounds for suspension from riding the school bus. Such violations may also be grounds for out of school suspension, or other disciplinary action, which may result in criminal charges being filed.
- M. **Students may be videotaped at anytime while on the school bus.**

Please be reminded that riding the bus is a privilege, not a right. Failure to follow the rules and obey the driver may result in you losing your privilege of riding the bus!

Bicycles

Upon arrival on campus you must walk your bike to the bike rack. Students are responsible to secure their bike with a lock in the bike area. The school is not responsible for lost or stolen bicycles. Remember, law enforcement procedures require all students riding a bike to wear a helmet.

A bike parking area has been established in a fenced-in area located at the west side of school. The following guidelines will control this parking area.

1. The gate to the area will be locked one-half hour after the beginning of school. The gate will be unlocked when school is dismissed.
2. Students who wish to leave during the school day, a custodian will unlock bike rack after student checks out through the front office.
3. Students are not permitted to be in the bike area or parking lot at any time during the school day
4. Students are not permitted to ride their skateboards on school property during school hours.

**ALL MOTORIZED OR ELECTRIC SCOOTERS/VEHICLES/BIKES/ HOVER BOARDS
ARE PROHIBITED.**

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ACADEMICS

Brevard County Middle School Promotion Requirements

In grades 7 and 8, to be promoted students must complete the following:

1. Receive a yearly passing grade in the four major academic subjects (mathematics, language arts, science, and social studies) by demonstrating satisfactory mastery of the State Student Performance Standards in language arts, mathematics, science, and social studies. Students who fail even one of these courses will be retained.
2. Meet district attendance requirements. (See attendance policy, page 13)

Grading Policy

1. Grades shall be a measure of a student's progress and achievement in mastering the subject matter, based on the quality of work done, and reflect a comprehensive evaluation which utilizes a number of marks, i.e., quizzes, reports, notebook, homework, grades, etc. A student's regular attendance, daily preparation, and promptness in completing assignments should be consistent and congruent with these grades and taken into consideration in reporting a student's progress.
2. Letter grades shall be issued each nine-week grading period based on the following numerical values:

A - 90-100	D- 60-69
B - 80-89	F – 59 and below
C – 70-79	NG – Not graded
3. No grade lower than 39% will be recorded for the nine-week average. Should a student grade be less than 39%, the grade of record will be 39%. This grade floor is intended to prevent the student from reaching a situation where academic motivation is totally destroyed.
4. If a student receives a failing grade for attendance (absences exceed the 9 days per semester) all grades above 60% will be lowered to 59% and the student will receive an "FA" for the courses exceeding 9 absences. Grades below 59% will be recorded as earned.

Grading Procedures

Teachers will present course requirements for earning grades at the beginning of each course.

Extra Credit Work – Extra Credit work can be beneficial for students who wish to gain information over and above the basic course requirements. Extra credit work is not to be used to raise a letter grade when the basic course requirements are not being met. Extra credit is given at the discretion of the teacher.

Cheating/plagiarism: If a student is caught cheating, he/she will receive a zero for the assignment and the parent/guardian will be called by the teacher. Repeat offenses will be considered Insubordination and will receive disciplinary action.

Semester and/or Final Exams

Semester and/or Final Exams are not permitted to be taken early under any circumstances unless prior approval by the principal. If a student does not take their final exam on the scheduled day, they will receive a 39%. **Only students with an Excused absence (Dr. note, Court , etc) will be allowed to make-up exam(s).** Once a student takes their semester or final exam, the grade will be recalculated. First semester exams must be completed one week after scheduled exam dates. Second semester final exam make-up must be completed 3 days after the last day of school (June 1st). If final exam make-ups are not completed within the designated due dates, the final grade will remain.

Semester and Final Exam Dates for 2021 -2022

Semester Exam Dates	December 17 th , 20 th & 21 st
Final Exam Dates	May 24 th , 25 th & 26 th

Homework Policy

Central Middle School believes that homework, properly assigned, is a valuable tool in helping students achieves academic excellence.

Homework is assigned for a specific purpose such as preparing for the next day's work, strengthening identified weaknesses in basic fundamentals, strengthening the development of classroom instruction and achieving goals and purposes as set up by the classroom teacher for the individual course of study.

The faculty and administration urge parents to stress the value of homework with their students and to contact the teacher or school about their students' progress. **Parents are encouraged to monitor their child's classroom assignments and grades using FOCUS.**

Homework for Absent Students

Parents whose children are ill and anticipate them being absent from school for 3 or more days may request make up work. Please allow teachers 24-hour notice to prepare make up work. Parents will need to make arrangements to pick up the work in the front office from 8:30 am – 4:30 pm. Students are highly encouraged to monitor their FOCUS account weekly!

Students who are suspended are allowed to make up all assignments missed during the suspension. It is the student's responsibility to request/complete all missed work from their classroom teachers upon their return from absences or suspension. Classroom teachers will provide a reasonable amount of time (no more than 10 days) for the student to complete the missed work.

Student Help and Makeup Work

If a student is absent from school, it is their responsibility to report to their teacher to get the work that they missed. Students are required to make up the missed work. A reasonable amount of time, (No more than 10 days) as determined by the classroom teacher will be provided to make up work.

Students should make appointments with their teachers to meet with them before regular school hours to make up work or to receive additional help. Teachers will be available before school for academic help. It is good to make appointments with teachers when requesting extra academic help; this will ensure that teachers will have the necessary materials available for the student.

Textbooks

Textbooks are provided free to all students; the students are to assume responsibility for their care. If textbooks are lost or damaged, the student will be charged for the damage. These charges must be paid prior to another book being issued.

Conferences with Teachers

Parents wishing to meet with their child's teacher(s) or to contact the teachers are urged to call the Guidance Department for an appointment or utilize email. Zoom conferences are also an option. Please contact the school and leave your telephone number so that teachers can contact you during their planning period. Parents are encouraged to schedule an appointment in lieu of just showing up. In so doing, you will be assuring the availability of the teacher to meet with you. Central teachers meet with parents as an academic team.

FOCUS

Central has a way to provide parents an opportunity to monitor their students' academic progress through a secure internet connection. Parents will receive an activation/PIN code to access their students' account. This will assist both you and the school in making sure that your student has the proper oversight in their educational experience.

Guidance Services

The Guidance and Counseling Program at Central Middle School has one main purpose: to serve you, the student. The counseling program at Central revolves around the student as an individual with specific needs for educational and social development.

Each student must take the responsibility to seek help and service from the Guidance Department as that student's need arises. The Guidance Department can help with personal problems, scheduling, curriculum issues, student services and student activities.

School Social Worker

The School Social Worker at Central Middle is available to provide support and assistance to students, in order to enhance student success and make the best use of educational opportunities available to them. The School Social Worker works with students and their families in order to provide referrals and resources. The School Social Worker provides group and individual interventions for students, with the purpose of assisting in personal, social, emotional, and academic growth.

National Junior Honor Society

The Central Chapter of the NJHS is formulated to create enthusiasm for superior scholarship, develop citizenship, stimulate a desire to serve, promote leadership, and to instill character. Application for membership in the NJHS is open to any 8th grade student who has maintained a 3.5 grade point average. Transfer grades will be considered for students who have come to Central from another school. Membership is highly selective. The main evaluation criteria for membership are grade point average, teacher recommendations, and school conduct.

Athletic Expectations

All students who participate in the athletic program at Central are expected to be role models and are therefore held to a higher standard regarding their academics and behavior. Students must maintain a minimum GPA of 2.0 to participate in athletics with the school. Misconduct will not be tolerated.

- Students who are suspended from school on the day of an event will not participate in that event.
- Students who are suspended during the week of an event will not participate in one event that occurs during the week of the suspension.
- Students who receive more than one suspension during a sports season will be removed from the team.
- Students who are suspended for the following incidents: fighting, bullying, extortion, theft, vandalism, insubordination, drugs, weapons or other major offenses will be removed from the team immediately.

Cafeteria Procedures

Students going to the cafeteria for lunch will observe the following rules:

1. No running. Students must always proceed to the cafeteria in an orderly manner.
2. No “cutting” in line (1st offense Dean’s Detention, 2nd offense, 1 day ISS)
3. No loitering, aimless walking, or standing around tables.
4. Throwing food will result in at least 3 days In-School suspension.
5. ALL Food and drinks – opened or unopened – are consumed only in the cafeteria.
6. Students must sit properly at their table (two feet under the table).
7. While in the cafeteria, you should exercise good manners and leave your eating area neat.
8. Be sure to deposit your trash in the trash containers provided. Cleanliness is the responsibility of everyone.
9. Remember that the cafeteria participates in the Federal School Lunch Program for the sole purpose of providing a healthy breakfast/lunch to students. As such, Parents/Students are not permitted to bring food in from outside vendors, i.e. McDonalds, Chick-Fil-a, etc.
10. All students should conduct themselves in a manner reflecting good citizenship at all times.
11. Upon completion of lunch, students will be released to the patio area. Wandering in other areas on campus, other than the patio, may result in disciplinary action.
12. The School Board sets cost of lunches. Payment for school lunch can be made online; instructions can be found on the district website or school website.

Free Breakfast

We provide a FREE breakfast for all students from 9:00 am until 9:22 am. Students who wish to eat breakfast must go directly to the cafeteria upon arrival. Students who are not eating breakfast must remain on the patio.

Extra-Curricular Activities Policies

Interscholastic Sports – We compete with other schools in the county in the following interscholastic sports: basketball and track.

Philosophy – The School Board of Brevard County believes that extra-curricular activities programs provide students with opportunities to pursue special interests in a variety of areas. Furthermore, it is believed that these activities teach students the importance of cooperation, teamwork, dependability, and contribute to building moral character.

Clinic Procedures

The nurse's hours are from 9:15 am to 3:45 pm. Students are not admitted to the clinic without a pass from a teacher or an administrator. After 10 minutes, he/she must return to class, or if student is too sick to return to class, a parent will be called to pick-up student. Limited first aid is available for students who are injured at school. It is expected that student(s) do not abuse the clinic privilege.

Student Medication

Florida Statute (232.0316) provides for school personnel to assist students in the administration of prescribed medications under certain circumstances. We encourage parents to discuss with their physicians a timetable for prescription medication that could eliminate school time dosages.

School personnel do not administer aspirin to students. If a student has a medical condition which requires him /her to take aspirin, we must have verification from the doctor. Distribution of aspirin will be handled in the same way as prescription medication.

In the event that this is not possible and medicine must be administered at school, the following procedures must be followed:

1. For each prescribed medication, the student's parent or guardian shall provide to the school principal, on the authorized School Board form, permission for the principal or his designee to assist in the administration of each prescribed medication and which shall explain the necessity for the prescribed medication to be provided during the school day, including when the student is away from school property on official school business.
2. All prescribed medication to be administered by school personnel shall **BE RECEIVED AND STORED IN THE ORIGINAL CONTAINERS.**
3. All medication must be counted before we can accept it.
4. There shall be no liability for civil damages as a result of the administration of such medication where the person administering such medication acts as an ordinarily reasonably prudent person would have acted under the same or similar circumstances.
5. 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.
6. **Parents will be responsible for bringing in and picking up medicine. Students are not allowed to carry medication on their person. STUDENTS IN VIOLATION OF THIS POLICY ARE SUBJECT TO SUSPENSION/EXPULSION FROM SCHOOL.**
7. Medication not picked up by last day of school will be destroyed by the school nurse.
8. There are times when a student may be required to take over the counter medicine (i.e. aspirin, Tylenol, etc.) for a period of time. All medications must be brought to the clinic by a **parent/guardian** and a consent form signed. It is then possible for the student to obtain this medication for a period not to exceed ten (10) school days. If it is a medication the student requires on a regular basis, the parent/guardian must obtain a doctor's note that will be good for the remainder of the school year or until the medication is no longer needed.

The above guidelines must be followed. Parent Request/Permission for Dispensing of Prescription Medication forms are available at the front office.

Media Center

Open 9:00 AM – 4:30 PM Daily

The Media Center is open every school day starting at 9 AM. Students are able to come work on homework, check-out books, work on projects, work with Maker Space materials, or just sit and read. Students are welcome in the Media Center throughout the school day as long as they have a pass from their teacher. Students may visit the Media Center without a pass or any special permission before and after school or during lunches unless a special event is happening. Special exceptions to our hours include club meetings (Maker Space, Book Club, FCA, etc.) or requests for extra help. Our Media Specialist is always available and willing to help!

Patio / Commons Area

Before school and during lunch, students are required to stay within the areas designated by the brown boundary lines in the commons. Students “out-of-assigned” area before school or during lunch will receive disciplinary action. There is no food or drink allowed on the patio.

Student Lockers

Each student taking physical education is assigned a gym locker. The lockers are the property of the school and may be opened and/or searched by the school administration if the need arises according to state statute 232.256(3). For safety measures, we do not use hallway lockers.

NOTICE: Florida Statute 232.256(3) Student lockers or storage areas are subject to search upon reasonable suspicion for prohibited or illegally possessed substances or objects.

Physical Education Uniforms and Lockers

To build a healthy state of mind for fitness and daily activities, students at Central Middle School will be **REQUIRED** to dress out for P.E. class. Students will be required to purchase a P.E. uniform.

Students who do not dress-out will follow the following ladder:

- 1st offense: warning / date documented
- 2nd offense: Phone call to parent by teacher
- 3rd offense: Teacher detention
- 4th offense: Referral - Dean’s detention
- 5th offense: Referral – 1 day in-school suspension (ISS)

Students may not share lockers. Students should keep their assigned locker locked, neat, and well arranged. Students are required to dress out in appropriate gym clothes while participating in physical education. Personal items (ie, cell phone) **MUST** be stored in the locker.

For the SAFETY and respect for students with asthma and allergies, Deodorant Spray, Cologne Spray or Perfume is NOT ALLOWED. Solid deodorant is highly encouraged!

Parents **MUST** present a medical note for non-participation from PE due to a medical condition. In order to resume, a medical note must be provided. Students who will be out-of-PE longer than 6 weeks will be provided another elective.

Visitors/Volunteers

We extend an open invitation to parents to visit Central at any time with prior arrangements. Please report to the front office for a visitor's pass and information. **STUDENTS MAY NOT BRING VISITORS TO SCHOOL!**

If you would like to assist the school as a volunteer, please see the front office for how to register. Registered volunteers are able to chaperone field trips, attend and assist with a variety of events on campus, help in the office or media center, etc.

Delivery of Items to Students

Only persons on the approved contact list will be permitted to deliver items to students during the school day. Items will only be delivered to student during lunch time(s).

The school office **WILL NOT CALL** a student out of class to pick up a delivered item except in an emergency. To do so is disruptive to the learning environment. Any item/lunch money or message dropped off will be delivered to the student during their lunch period.

Delivery of food items from restaurants and fast food services will not be permitted. Delivery of balloons, flowers, and other large items that may cause a disruption in the classroom, will not be delivered to the student. The items will be held in the front office until the end of school.

Telephone Use

The phone policy at Central will be strictly enforced. If a student has an emergency and must call home during a class period, the call MUST be made from the Dean's Office or Guidance. Administration will assist in any and all emergencies diligently.

STUDENTS WHO STAY AFTER SCHOOL FOR ACTIVITIES NEED TO MAKE PRIOR TRANSPORTATION ARRANGEMENTS.

Students will NOT be allowed to call home if they have forgotten something. This includes items for classes, lunch money, class projects, etc. If a student knows that something is being delivered it will be his/her responsibility to check with administration during lunch. Classes will not be disrupted to tell a student something has arrived.

Please be sure to make transportation arrangements BEFORE your child comes to school. For the safety of our students, transportation arrangements will not be done over the phone.

Learning responsibility is important during "middle school years". The student must learn to be aware of their needs before they leave for school in the morning; and students need to understand there could be consequences. Students may ask for permission to use the school phone during their lunch time.

Lost and Found

A lost and found depository is maintained in the dean's office and in both P.E. locker rooms. The school cannot assume responsibility for lost or stolen items. **Students are urged not to carry large sums of money, or to wear expensive items of jewelry to school.**

Lost and found is cleaned out at the end of each semester. Any item not claimed during this process is donated to local charities. Students can visit Lost and Found before school or during their lunch time.

Safety Drills

Central Middle School has organized several types of required safety drills. Further information will be provided to each student by the classroom teacher to include review on the evacuation procedures. An emergency evacuation map is posted in each room. Students cannot be checked out during emergency evacuation drill or during actual emergency until determined safe to do so by law enforcement or the principal.

Students who do not follow directions or disrupt safety drills will face appropriate disciplinary consequences.

Change of Address and Telephone Number

It is the responsibility of parents/guardians to inform the school immediately when a telephone number or address is changed. Central must have a working local phone number and current local address in order to contact parents/guardians in the event of an emergency.

PLEASE REMEMBER TO NOTIFY THE SCHOOL OF ANY CHANGE IN HOME OR WORK TELEPHONE NUMBERS AND TAKE THE NECESSARY STEPS TO HAVE THE NAME OF AN EMERGENCY CONTACT PERSON ON FILE IN THE SCHOOL OFFICE IN CASE PARENTS CANNOT BE REACHED.

All changes of address, telephone and emergency contact list must be made in person in the guidance office. For changes of address, please bring two (2) current proofs of residency.

Student Insurance

Low-cost student insurance is available to purchase for all students. EVERY PARENT is provided the insurance pamphlet during schedule pick-up or can refer to the Central website. Students are encouraged to take this insurance, as the school accepts no financial responsibility for accidents occurring on the campus.

Withdrawal from School

No student will be allowed to withdraw without written permission from the registering parent. A student must obtain a withdrawal card from the guidance office, and have each teacher sign the card. The student must also secure the signature of the Media Specialist. No student may enroll in another school in Brevard County without a withdrawal card from the school from which he/she is withdrawing. If you must withdraw your student from Central, please call the guidance office a few days before your student's last day and speak with the Registrar about withdrawal. PARENT SIGNATURE ON THE WITHDRAWAL CARD IS REQUIRED. PARENTS AND STUDENTS WHO ARE WITHDRAWING MUST SCHEDULE A CONFERENCE WITH THEIR GUIDANCE COUNSELOR.

Internet Usage

Students accessing the internet through the district computers assume personal responsibility and liability, both civil and criminal, for unauthorized or inappropriate use of the internet. The District has the right to monitor, review and inspect any directories, files, and/or messages residing on or sent using the district's computers/networks. Messages relating to or in support of illegal activities will be reported to law enforcement. Student will be subject to disciplinary action which may include suspension and/or expulsion.

Video Taping

It is against policy to electronically record any events (such as a fight) on campus, on the bus, or at the bus stop without prior permission from administration which includes the distribution, sharing (through text, social media, or any other platform), or viewing any electronically recorded material. Failure to adhere to this policy will result in disciplinary action.

Smoking/ Vaping or Tobacco Products

A student is not permitted to smoke/vape nor be in possession of tobacco products on school grounds. This is a suspendable offense for any student who is caught in possession of cigarettes, vape, or other tobacco products or paraphernalia (including e-cigarettes) while on school campus.

Additionally, a student is also subject to a \$50 fine and ticket by our SRO as dictated by our local ordinance. Lighters or matches are also not permitted and will be handled with a discipline referral as well.

Restrooms

School restrooms are community restrooms. As such, we expect students to respect property. Vandalism that is witnessed should be immediately reported. Restrooms should be utilized for their intended purpose. Loitering or “hanging out” in the restroom is not permissible. Only one student is allowed in a stall at a time. If there are TWO students in a stall, students will be subject to search and will receive disciplinary action.

Fighting

Fighting will not be tolerated. Confronting a student by yelling, arguing, threatening, and/or drawing a crowd will not be tolerated. Students can not incite others via verbal or physical intimidation. Students are encouraged to seek help from an administrator, the SRO, guidance counselor or other staff member in an attempt to resolve the conflict in an appropriate manner.

Any student committing physical battery may be arrested.

Students fighting may be suspended up to 10 days pending investigation and recommended for placement at the Alternative Learning Center (ALC).

Any student who incites, encourages or is actively present during a fight will be disciplined.