



Vision

*Achieving Excellence:
Putting Students First*

Mission

*To prepare all students
to be college and career
ready and function as
productive citizens.*

Core Values

Perseverance

Respect

Integrity

Dependability

Ethics

SCHOOL BOARD OF OKEECHOBEE COUNTY

AGENDA FOR REGULAR ZOOM MEETING

<https://zoom.us/j/93046931253?pwd=Y290Z2N4YVpTMFJ4NVhYQUJvdmlScz09>

Meeting ID: 930 4693 1253

Password: 7vtUTV

JUNE 9, 2020

6:00 P.M.

Chairperson
Amanda Riedel
Vice Chairperson
Melisa Jahner
Members
Joe Arnold
Jill Holcomb
Malissa Morgan

I. Call to Order

- A. Prayer
- B. Pledge of Allegiance

II. Opening Items

A. Staff Recognition – Virtual Recognition*

★ Retirements

- Leslie Lundy, Director of Grants and Special Programs
- Carol Revels, Senior Administrator, Okeechobee Freshman Campus
- Sylvia Bandi, Teacher, Math, M/J, Yearling Middle School
- Karen Cassels, Kindergarten Teacher, Everglades Elementary School
- Rex Erwin, Teacher, VE (Inclusion), Seminole Elementary School
- Cheryl Gumz, Teacher VE (Full Time), Central Elementary School
- Glenna Rucks, ESE Inclusion Teacher, Everglades Elementary School
- Debbie Waldron, Teacher, 4th Grade, Everglades Elementary School
- Lilia Guadarrama De Ruiz, Custodian, Okeechobee High School
- Melisa Sheppard, Bus Driver, Transportation

*Due to an abundance of caution, retirees will not be present at the Board meeting. All retirees were invited to be recognized virtually. The pictures and/or videos will be shared during the Board meeting.

III. Approval of Minutes

- Board Workshop of May 8, 2020
- Meeting of May 12, 2020

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VII. Information Items:

- A. Superintendent
- B. School Board Members
- C. School Board Attorney
- D. Public

The next regular School Board meeting is Tuesday, July 14, 2020, at 6:00 p.m.

A School Board meeting for consideration of proposed millage rates and the 2020-21 budget for advertisement will be held on Thursday, July 23, 2020, at 6:00 p.m. The School Board will conduct a public hearing on the proposed millage rates and the 2020-21 budget on Monday, August 3, 2020, at 6:00 p.m. Regular business will be conducted at both meetings. The scheduled August 11, 2020, School Board meeting has been rescheduled for August 3, 2020.

Persons are advised that if they decide to appeal any decisions made at this meeting, they will need a record of the proceedings, and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be made.

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **ADVERTISEMENT TO ADOPT BOARD POLICY 3.14+ SUICIDE PREVENTION**

DATE: June 9, 2020

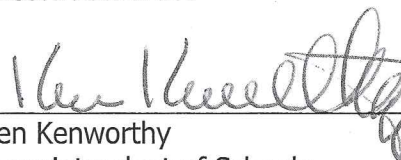
RECOMMENDATION:

That the Board approve advertisement to adopt Board Policy 3.14+ Suicide Prevention.

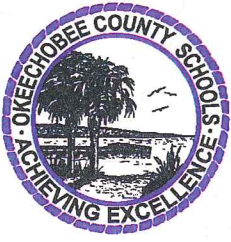
BACKGROUND INFORMATION:

The proposed Policy 3.14+ is recommended based on Florida Statute 1012.583. The proposed Policy 3.14+ is attached and is also available upon request in the Superintendent's office.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools



THE SCHOOL BOARD OF OKEECHOBEE COUNTY

Chapter 3.00: *SCHOOL ADMINISTRATION*

3.14+

SUICIDE PREVENTION

POLICY

- I. The School Board is committed to protecting the health, safety and welfare of its students and school community. The Board recognizes that suicide is one of the leading causes of death for Florida's youth. It is critical for families and community members to communicate with and provide information to school staff to identify students at risk of suicide.
- II. The Board directs all school district staff members to be alert to a student who exhibits warning signs of self-harm or who threatens or attempts suicide. Any such warning signs or the report of such warning signs from another student or staff member shall be taken with the utmost seriousness and reported immediately to the Principal or designee.
- III. The Superintendent shall develop procedures to ensure that this policy is carried out in each of the District schools. The Superintendent will prepare and disseminate guidelines to assist school district staff members in recognizing the warning signs of a student who may be contemplating suicide, to respond to a threat or attempted suicide. The Superintendent will develop an intervention plan for in-school suicide attempts, out of school suicide attempts and an appropriate re-entry process, including a re-entry meeting to discuss the development of a safety plan and additional interventions or supports.
- IV. Professional development training in youth suicide prevention opportunities shall be provided to student personnel services staff, administration and instructional staff. A two (2) hour continuing education program of youth suicide awareness and prevention training, utilizing training materials from the list approved by the Florida Department of Education (FLDOE) is also available for all district staff in all job categories as well as other adults on campus who regularly interact with students or are in a position to recognize the risk factors and warning signs of suicide. Instruction about how to identify appropriate mental health services and how to refer youth and their families to those services should be included in the program. If all instructional personnel at a District school participate in the two (2) hour training the school will be considered a "Suicide Prevention Certified School".

- V. Immediately upon receipt of information that a student is exhibiting warning signs of suicide, the student will be referred to a school-based mental health services provider (and the school-based suicide assessment team) to perform the Columbia Suicide Severity Rating Scale (C-SSRS). Based on the responses given on the C-SSRS, a district-level, licensed mental health counselor may be called in to assist in the facilitation of a suicide assessment prior to determining whether the student requires an involuntary examination (Baker Act). The Principal and/or the school-based suicide assessment team shall immediately contact the parent(s) or guardians of the student and inform them of the situation and outcome. School-based follow-up will occur, and counseling services from an outside agency will always be sought for students in situations where the Baker Act was instituted and in situations deemed necessary to build better mental health for the student.

STATUTORY AUTHORITY:	1001.41, 1001.42, F.S.	
LAWS IMPLEMENTED:	1012.583, F.S.	
STATE BOARD OF EDUCATION RULES:		
HISTORY:	Adopted:	
	Revision Date(s):	
	Formerly:	NEW
©EMCS		

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: ADVERTISEMENT TO AMEND CODE OF STUDENT CONDUCT - BOARD POLICY 5.40
STUDENT CONTROL
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve advertisement to amend the Code of Student Conduct as included in School Board Policy 5.40 Student Control.


BACKGROUND INFORMATION:

Revisions to the Code of Student Conduct include:

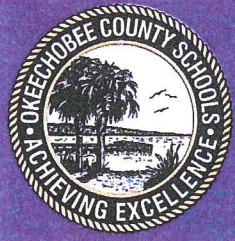
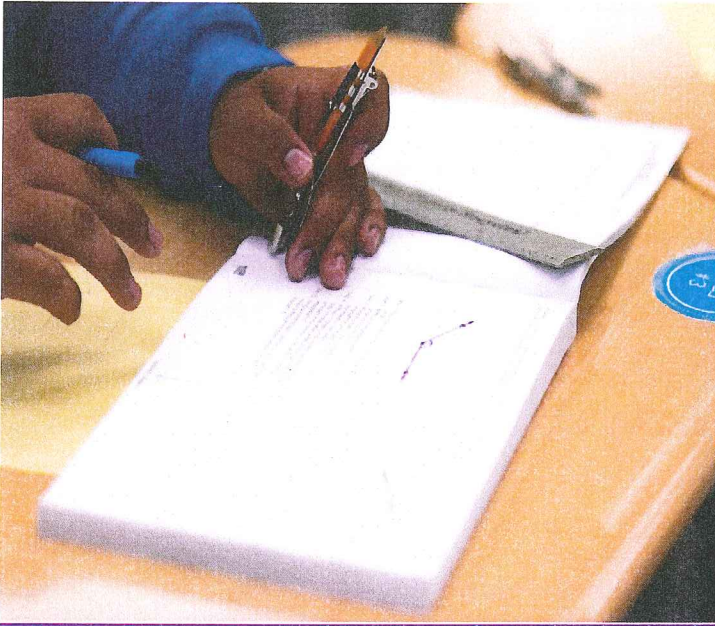
- Board Approved School Safety Proclamation
- Revision of Resource List for Staff, Parents or Students Needing Assistance
- Definition of Principal Discretion
- Prioritizing Correct Contact Information in Skyward for School Staff and Parent/Guardian Communication
- Communication for Parents with Student(s) Concerns "Who to Call"
- First Time Offender Program
- Sexual Harassment (New Legislation Effective August 2020) and School Response to the New Legislation
- SESIR Codes, Local Codes and Action Codes
- Definition of Progressive Discipline
- SESIR Notations Added to Discipline Matrix
- Trespassing Added to Discipline Matrix
- Updated Matrix of Offense Codes, Consequences, and SESIR Reporting (Previous Language Reformatted for Organizational Purposes).

Pages with revisions are attached. The complete Code of Student Conduct with the proposed revisions and three quotes for printing and shipping are included in Board Member's agendas and is available upon request from the Assistant Superintendent for Administrative Services.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools



OKEECHOBEE COUNTY SCHOOL DISTRICT

Perseverance, Respect, Integrity, Dependability, Ethics



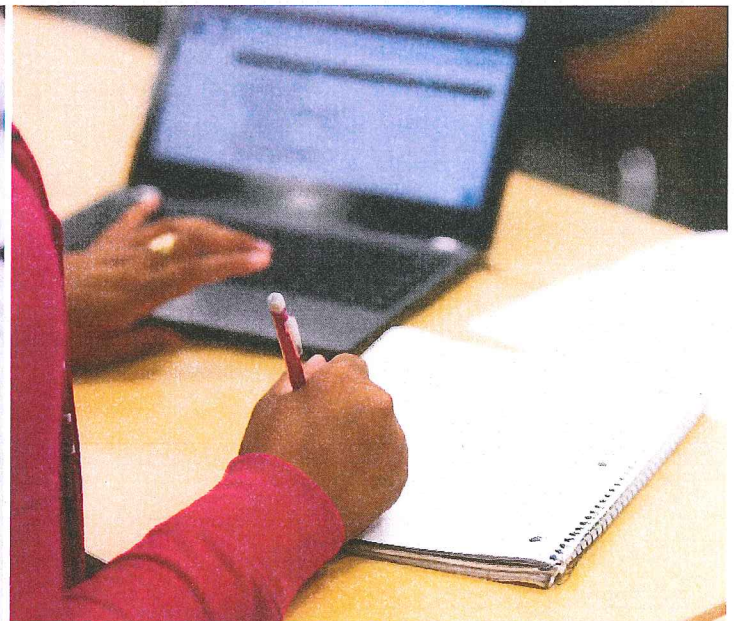
English Version
Also available in Spanish

2020-21

Code of Student Conduct

Engaging Instruction - Educational Equity - Talent Management - Effective Communication - Strategic Investment

Mr. Ken Kenworthy, Superintendent



FOREWARD

Dear Parents:

This Code of Student conduct has been developed by parents, teachers, students, administrators, school board and community members. Working together, we feel we have developed high expectations for student behavior as well as a reasonable set of possible consequences that accompany a rule infraction.

The basis for this strict Code is the concept of RESPECT- respect for others, for property, for authority and for self. It is the responsibility of the student, parent and school to work together to enforce the code in a fair and equitable manner so that our schools can remain a safe environment free from violence and harassment.

Please review the Code of Student Conduct with your children. Discuss it with them so that they may understand there may be consequences for their actions. We are very proud of our students and believe that they will live up to our high expectations if we communicate the rules, assign consequences to change behavior, progressively increase the consequences for repeated offenses and proactively work with students and parents to provide incentives to prevent undesirable behavior.

It is only with the help of all stakeholders that our schools remain a safe haven for all students to thrive educationally and socially.

Sincerely,

The Code of Conduct Committee

Modifications to this code may be necessary for students with active individualized education plans in accordance with the Individuals with Disabilities Education Act and state statute and for students who qualify for services under Section 504 of the Rehabilitation Act of 1983 who have an existing modification plan. For more information, contact the school counselor at your child's school.

Minimal revisions may be made annually by the district with review and input from the Code of Conduct Committee when substantial changes are anticipated. [Florida State Statutes](#) are applied to school incidents. At times, these statutes are enacted or have an enforcement date after the printing of this Code. All applicable State Statutes will be followed.

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RESOLUTION

SCHOOL SAFETY

School District of Okeechobee County, Florida

WHEREAS, The School Board of Okeechobee County, Florida, is the governing body for the School District of Okeechobee County; and

WHEREAS, The safety of all children is the highest priority of the School Board, and as such, the School Board is committed to comply with the mandates and directives of Florida Statutes and to follow the recommendations of the Marjory Stoneman Douglas Safety Commission; and

WHEREAS, in the 2018-19 school year, the School Board and Sheriff established a program for selecting and training Guardians to provide an enhanced level of protection for students in the event of an unlawful entry on a school campus by an assailant; and

WHEREAS, the Guardian Program requires the completion of rigorous training and fulfilling all other requirements of Florida Statutes 30.15 and 1006.12; and

WHEREAS, The Okeechobee County School Board, the City of Okeechobee, The Okeechobee County Commission, the Okeechobee City Police Department, and the Okeechobee County Sheriff have jointly agreed to fund the cost of training, hiring and assigning a qualified School Resource Officer to every public school campus within Okeechobee County, and

WHEREAS, in the 2019-20 school year, the School Board and Sheriff expanded the Guardian Program in include Classroom Teachers; and

WHEREAS, The safest and most expedient way to combat a potential assailant is to employ full time, dedicated, uniformed law enforcement officers with experience, whose sole purpose is to shield and protect students from potential dangers; and

WHEREAS, Guardians help fulfill the statutory requirement of a safe-school officer, but their primary responsibility often involves the supervision of students which delays their response time to mitigate the impact of an active assailant; and

WHEREAS, Rural Counties, Cities, School Districts, Police, and Sheriffs are experiencing financial difficulty funding the School Resource Officer Program.

NOW THEREFORE BE IT RESOLVED that the School Board of Okeechobee County, Florida, implores the Governor of Florida and the Florida Legislature to fund all costs associated with assigning a School Resource Officer to every school in the State of Florida.

ADOPTED by the School Board of Okeechobee County, in Regular Session, this 1th day of August, 2019, in Okeechobee, Florida.


Okeechobee County School Board


Attest:

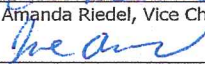


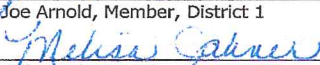
Ken Kenworthy, Superintendent of Schools

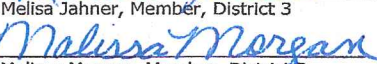
By:



Jill Holcomb, Chairman, District 5


Amanda Riedel, Vice Chairman, District 4


Joe Arnold, Member, District 1


Melissa Jahner, Member, District 3


Malissa Morgan, Member, District 2



**SCHOOL SAFETY
SCHOOL BOARD OF OKEECHOBEE COUNTY**

WHEREAS, the School Board of Okeechobee County, Florida desires to keep its students safe, secure, and free from harm; and

WHEREAS, recent events have brought to the forefront the need for a mechanism for reporting potentially unsafe conditions within our schools; and

WHEREAS, Florida Statutes 1006.07(3) indicates that the school board shall provide for proper attention to health, safety and other matters relating to the welfare of students, including a student crime watch program and anonymous reporting system; an

WHEREAS, the district school board is required, by resolution, to implement a student crime watch program to promote responsibility among students, to improve school safety, and to allow students and the community to anonymously relay information concerning unsafe and potentially harmful, dangerous, violent or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials; and

WHEREAS, Treasure Coast Crime Stoppers and FortifyFL provide anonymous reporting through tip lines and mobile applications that are directed to the appropriate law enforcement agency and school officials;

THEREFORE BE IT RESOLVED, that The School Board of Okeechobee, Florida hereby implements a **STUDENT CRIME WATCH PROGRAM** in cooperation with the Treasure Coast Crime Stoppers, FortifyFL, and local Law Enforcement Agencies, to promote safety with its schools by providing a mechanism that will promote responsibility among students, increase student participation in school safety matters and allow students and community members to anonymously report information concerning activities or the threat of activities that are potentially unsafe, harmful, dangerous, violent or are criminal in nature.

DONE AND ORDERED by THE SCHOOL BOARD OF OKEECHOBEE, FLORIDA, this 12th day of February 2019.

PUBLIC SAFETY ACT

The Marjory Stoneman Douglas High School [Public Safety Act \(SB 7026\)](#) is comprehensive legislation enacted to focus on public and school safety. An important component of the legislation is providing students and their families' access to mental health services. Parents/Guardians of new or transferring students are required to note referrals to mental health services on the Student Registration Form. Districts policies and procedures relating to the prevention of violence on school grounds and the provision of mental health services have been updated per this legislation.

The Student Code of Conduct has been changed in accordance with SB 7026 and [SB 7030](#), and now states that any student that makes a threat or false report; brings a firearm or weapon; who makes, posts or transmits a threat in writing or other record, including and electronic report, to conduct a mass shooting or an act of terrorism, in any manner that would allow another person to view that threat, must be referred to a mental health agency for evaluation or treatment when appropriate. In addition to mental health referrals students will also be referred for disciplinary action by the District, which can include expulsion. "Referral to mental health agency required" is listed for the offenses.

How Can I Report Potentially Dangerous or Suspicious Activity?

The screenshot shows a web browser displaying the FortifyFL website. The page features a dark blue background with the FortifyFL logo at the top left. Below the logo, the text reads "Suspicious Activity Reporting App" and "FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials." There are two buttons: "Submit A Tip Online" and "Download On The App Store" / "Get It On Google Play". In the center, two smartphones are shown. The left phone displays the app's main screen with options for "Report a Tip", "Call 911", "My Tips", "About", and "Settings". The right phone shows a "Tip Report - Step 2 of 4" screen with a text input field and a keyboard.

What is the Okeechobee County School Board Doing to Ensure your Schools are Safe?

• Security fencing to create a single point of entry	• Electronic locking system a main entrances
• Social and emotional curriculum for all students	• Intensive interventions to meet students' needs
• Monthly lock-down drill training	• Threat assessment protocol
• Marked safe spaces in each classroom	• Mental health counseling at all schools
• School resource officers at every school	• Alternative School for students needing a more restrictive environment
• Participation in the Guardian program	• Random drug testing for students participating privileged school activities
• Implemented Suspicious Reporting App called FortifyFL	• Employment of district social worker, crisis counselors
• Two year plan to provide training to every employee in Youth Mental Health First Aid	• Management of a system of care grant through Southeast Florida Behavioral Health Network
• Training employees to Stop the Bleed	• Installation of school security cameras
• Designated gold level Health School District	• Security walk-throughs with first responders
• Crime Stoppers Hotline advertisements	• Crime Watch Organizations at each school
• Individualized safety plans for students identifying threat to harm themselves or others	• Universal screenings to identify students needing assistance
• Locked classroom doors	• Family engagement activities
• Window tinting selected doors and windows	• Go Guardian software to identify online threats to self and or others
• Positive behavioral intervention and support at each school	• Early warning system to identify students needing support

UNLAWFUL DISCRIMINATION PROHIBITED

The School District of Okeechobee County has adopted Board Policy 6.43, Unlawful Discrimination Prohibited. No person shall, on the basis of race, color, religion, gender, pregnancy, age, national or ethnic origin, genetic information, political beliefs, marital status, sexual orientation, gender identity, disability, if otherwise qualified, social and family background or on the basis of the use of a language other than English by LEP students, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity, or in any employment conditions or practices conducted by this School District, except as provided by law.

The School District of Okeechobee County is in compliance with all federal and state laws which include the Title II of the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act of 2008 (ADAAA), Title IX, Section 504, Florida Education Equity Act, Age Discrimination in Employment Act (ADEA), Genetic Information Non-Discrimination Act of 2008 (GINA), and the Boy Scouts of America Equal Access Act.

Any employee, student, applicant for admissions, or applicant for employment who believes he/she has been discriminated against or has been harassed by another employee, student, or third party is encouraged to use the Equity Plan Grievance Procedure for filing complaints. You may file with principal or immediate supervisor, District Equity Coordinator/Director of Human Resources or the Superintendent.

Director of Human Resources
Title II, Title IX and the Florida Education Equity Act Complaints and
ADA/Section 504 Complaints
700 SW 2nd Avenue, Okeechobee, FL 34974
(863) 462-5000 Ext. 267

WARNING: School boards may assign more severe consequences than normally authorized for violations of the Code of Student Conduct when the offender appears motivated by hostility toward the victim's real or perceived gender, race, religion, color, sexual orientation, genetic information, ethnicity, ancestry, national origin, political beliefs, marital status, age, social and family background, linguistic preference, or disability.



OKEECHOBEE COUNTY SHERIFFS OFFICE

In an effort to provide safe schools and establish positive relationships with students, the Okeechobee County School Board and the Okeechobee County Sheriff's Department fund School Resources Officers (SRO) for all school sites. It is important to remember that although administrators and SROs work closely together to manage an effective learning environment, they differ in terms of governance and established protocols and procedures.

GANG AWARENESS OKEECHOBEE COUNTY SHERIFF'S OFFICE CRIMINAL INVESTIGATION DIVISION

• **MEMBERS ARE LOOKING FOR**

- Recognition
- Acceptance/Fellowship and gang family
- Protection, Something to do
- Peer pressure-hanging with wrong crowd
- Defiant to parents
- Neighborhood-noted high gang area
- Style and color of clothing
- Colors or flags-bandanas, beads, necklaces
- Language-street slang
- Hand Signs
- Tattoos Photographs or drawings, Numbers, letters, signs, symbols, graffiti

POSSIBLE INDICATORS

- Low self-esteem
- Failure in school
- Drug Abuse

WARNING: GANG-RELATED MISCONDUCT –
If it has been determined through investigation, That a violation of the Code is gang-related, the Principal shall impose a more severe disciplinary consequence than the minimum consequence for that offense

Okeechobee County Criminal Street Gang Documentation

**Two of the following criteria have to be met to document a person as a gang member.
If only one is met, the subject will be documented as an associate**

- Admits to Criminal Street gang membership
- Identified by parent or guardian as a criminal street gang member
- Identified as a criminal street gang member by documented reliable informant
- Adopts the style of dress of a criminal street gang member
- Adopts the hand signs as identified by criminal street gang members
- Has a tattoo as identified with criminal street gang members
- Associates with one or more known criminal street gang members
- Identified as a criminal street member by an informant of previously untested reliability **and** such identification can be corroborated by independent information
- Identified as a criminal street gang member by physical evidence
- Has been observed in the company of a known criminal street gang member four times or more
- Has authored communication indicating responsibility of a crime involving a criminal street gang

SEARCHES

The Okeechobee County School Board endeavors to ensure a safe environment for students. School administrators and school employees act in place of parents or guardians while students are under their supervision.

STUDENT VEHICLES are subject to search based on reasonable suspicion that student vehicles could contain illegal items or substances that are not permitted on school property. Drug sniffing canines are used on a regular basis.

ALL STUDENT LOCKERS are subject to search by school officials. Students and their property are also subject to random searches for weapons by school officials using metal detectors. If, at any time, a reasonable suspicion arises that a student is concealing or has concealed stolen or illegal property or contraband on his /her person or within his /her locker or other student storage space, an administrative staff member may search the personal property of the student or his/her locker or other storage space for the purpose of disclosing the presence of suspected stolen or illegal property.

At various times throughout the school year, law enforcement may be asked to search the **ENTIRE SCHOOL CAMPUS, INCLUDING ALL BUILDINGS AND CARS IN THE PARKING LOT**, with dogs that are trained to find marijuana and other illegal drugs or paraphernalia. Items that are prohibited by this Code which are found during these searches will be used as evidence to punish students according to the appropriate section of the Code of Student Conduct.

What Happens if a Potential Threat is Communicated to Harm Oneself or Others?

OCSB Threat Assessment Protocol

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the threat assessment team to provide emergency intervention, assessment, and recommendations for services for the student and family.

Parent/guardian will be notified of the outcome of the assessment and will be provided resource options. School personnel will also address a plan of student safety. Okeechobee County School Board (OCSB) threat assessment team consists of the following members: school resource officer, crisis counselor, and school administration or guidance counselor.

Need help at school?

Ask to speak with the Guidance Counselor at:

- Central Elementary 863-462-5077
- South Elementary 863-462-5087
- North Elementary 863-462-5100
- Everglades Elementary 863-462-5108
- Seminole Elementary 863-462-5116
- Yearling Middle School 863-462-5056
- Osceola Middle School 863-462-5070
- Freshman Campus 863-462-5288
- Okeechobee High School 863-462-5025
- Okeechobee Achievement Academy 863-462-5125

What are the Warning Signs of Suicide?

Suicide Warning Signs

• Threatening to hurt or kill himself/herself.
• Seeking access to means (weapons, pills, etc.).
• Talking, writing, or drawing about death, dying, or suicide.
• Giving away prized possessions.
• Having a dramatic change in mood.
• Change in eating or sleeping habits.
• Abuse (physical, emotional, and/or sexual).
• Withdrawal from friends, family, or society.
• Frequent complaints of physical or emotional symptoms (headaches, agitation, anxiousness, etc.).
• Chronic physical illness.
• Sexual orientation issues.
• Having rage, anger, or seeking revenge.
• Increasing alcohol or drug use.
• Loss of interest in pleasurable activities.
• Preoccupation with death or dying.
• Previous suicide ideation or attempt.

NATIONAL

SUICIDE

PREVENTION

LIFELINE™

1-800-273-TALK

www.suicidepreventionlifeline.org

 FOR SPEECH
IMPAIRED &
DEAF CALLERS

1-800-799-4889

National Suicide
Prevention Lifeline

WHERE DO I GO IF I NEED HELP?

All students are entitled to a safe environment in which to learn and prepare for their future roles as decision-makers and leaders in our community. **If you or a friend need help in dealing with a personal issue, you may also contact the following people or agencies for help.**

Community Services Behavioral Health Providers	
211 www.211treasurecoast.org Information Hotline 24/7	Legacy Behavioral Health Center 863-357-8268 www.legacybhc.com
Big Lake Mission and Outreach 863-763-4654 food and clothing for those in need	LIHEAP—Energy Assistance 863-357-2240
Catholic Charities of Diocese of Palm Beach, Inc. 1-44-848-6777 counseling@CCDPB.org	Lake Okeechobee Rural Health Network 561-844-4220 Community Training and Outreach
Children's Home Society (Wavecrest Shelter) 772-460-9752	Martha's House - Domestic Abuse Resources 863-763-2893 www.marthashouse.org Hotline 863-763-0202
Cleveland Clinic Behavioral Health 772-563-4666	Medicaid Taxi 866-726-1457 www.facilityinfo.logisticare.com
DATA (Substance Abuse) 772-595-3322	My Aunt's Closet (need referral from school) 863-634-2306 children's clothing
Department of Children and Families Economic Services, EBT and Cash Assistance 866-762-2237	New Horizons of the Treasure Coast Mental Health Counseling 863-462-0040 www.nhtcinc.org
Florida Community Health Center Fred Brown Children's Health Center 863-763-1951 www.fhcinc.org	Our Village Okeechobee 863-697-8718 Health and education resources and more
Florida Department of Health in Okeechobee 863-462-5809 - Immunizations www.okeechobee.floridahealth.gov/	Sandy Pines 772-744-0211 Mental Health Hospital
Healthy Families of Okeechobee 863-623-5119 Birth-3 Parenting Classes and Resources	SequelCare Mental Health Counseling 772-337-8164 www.sequelcare.com
Health Haven, LLC 863-261-8354	Shared Services Network - Community Resource Assistance 863-462-5000 Ext. 1057
Healthy Start of Okeechobee 863-462-5877 Healthy Birth Outcome – age 3	Suncoast Mental Health Center 863-824-0300 www.suncoastmentalhealth.org
Helping People Succeed www.hpsfl.org 772-320-0770 Mental Health Counseling	Tykes and Teens – Mental Health Counseling 772-220-3439 www.tykesandteens.org
Hibiscus Children's Center www.hibiscuschildrenscenter.org 863-467-1166 Mental Health Counseling	United Way House – Community Resource Center 863-824-5546
Hospice of Okeechobee - Grief Counseling 863-467-2321 www.hospiceofokeechobee.org	

ROLES AND RESPONSIBILITIES

PRINCIPAL'S ROLE

<ul style="list-style-type: none"> The administrators at each school will, with the assistance of faculty and staff, develop rules consistent with this Code, the age of the student body, and the school's philosophy. Emphasis will be placed on teaching respect. These rules shall be published in the Student-Parent Handbook of the school. 	<ul style="list-style-type: none"> Principals must release a student to law enforcement officers when a warrant has been issued for the student's arrest.
<ul style="list-style-type: none"> Principals have statutory powers, which permit their determining disciplinary action appropriate to student misconduct (see F.S. 1006.09). Principals must protect the student's rights of due process and appeal. 	<ul style="list-style-type: none"> It is understood that disciplinary decisions are based on the judgment of the individual administrator, according to the details of each specific case. Any disciplinary or prosecutorial action taken against a student who violates a zero tolerance policy must be based on the particular circumstances of the student's misconduct.
<ul style="list-style-type: none"> The principal or the principal's designee shall give strong consideration to the recommendation for discipline made by the teacher, other member of the instructional staff, or a bus driver when making a decision regarding student discipline. 	<ul style="list-style-type: none"> This Code defines minimum punishments to be assigned for certain serious violations of the rules, but the punishment is determined by the principal or his/her designee. The principal or designee may assign more than the minimums indicated in this Code.
<ul style="list-style-type: none"> The principal or principal's designee may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct, including, but not limited to, willful disobedience, open defiance of authority of a member of his or her staff, violence against persons or property, or any other act which substantially disrupts the orderly conduct of the school. Any recommendation of expulsion shall include a detailed report by the principal or the principal's designated representative on the alternative measures taken prior to the recommendation of expulsion. 	<ul style="list-style-type: none"> The student's record may be considered. Punishment will be increasingly severe if rules are broken repeatedly or habitually. Repeated disruptive behavior may constitute "defiance of authority".
<ul style="list-style-type: none"> The principal or the principal's designee shall make a good faith effort to immediately inform a student's parent or guardian by telephone of a student's suspension and the reasons for the suspension. 	<ul style="list-style-type: none"> The principal is required to report certain infractions to law enforcement authorities and may press charges with the State Attorney if the violation warrants such action. In addition, certain infractions may be reported to the Department of Children and Families if conditions warrant.

EACH PUBLIC SCHOOL PRINCIPAL IS REQUIRED TO REPORT EACH HABITUALLY TRUANT STUDENT TO THE SCHOOL BOARD. School superintendents are required to report to the Department of Highway Safety and Motor Vehicles (DHSMV) the name and other identifying information of students who are habitually truant. The DHSMV is directed to establish a procedure for withholding the issuance of or suspension of the drivers licenses of students who fail to attend school.

[What does "Principal's Discretion" mean in the Violation Chart under Consequences?](#)

[Principal's Discretion-The authority of the principal to decide what the best consequence should be to change an unwanted behavior. The Principal assigns and communicates expectations to the designee\(s\) at the school site handling discipline. Designees could be an Assistant Principal, Dean of Students, or a staff member assigned to handle a discipline incident.](#)

[***** When questioning a disciplinary decision, investigation, or resulting consequence\(s\), please start with the designee. If your concern isn't addressed, then contact the Principal. The Principal can explain next steps if a situation cannot be resolved.](#)

CLASSROOM TEACHER'S ROLE

The teacher will inform every student of the classroom rules to be used in that teacher's room. The rules will be compatible with the school rules and the District Code of Student Conduct.

Within the framework of this Code of Student Conduct, teachers and other instructional personnel shall have the authority to undertake any of the following alternatives in managing student behavior and ensuring the safety of all students in their classes and school:

<ul style="list-style-type: none"> Establish classroom rules of conduct. 	<ul style="list-style-type: none"> Request and receive immediate assistance in classroom management if a student becomes uncontrollable or in case of emergency.
<ul style="list-style-type: none"> Establish and implement consequences, designed to change behavior, for infractions of classroom rules. 	<ul style="list-style-type: none"> Request and receive training and other assistance to improve skills in classroom management, violence prevention, conflict resolution, and related areas.
<ul style="list-style-type: none"> Have violent, abusive, uncontrollable, or disruptive students temporarily removed from the classroom for behavior management intervention. 	<ul style="list-style-type: none"> Press charges if a crime has been committed against the teacher or other instructional personnel on school property, on school-sponsored transportation, or during school-sponsored activities.
<ul style="list-style-type: none"> Assist in enforcing school rules on school property, on school-sponsored transportation, and during school-sponsored activities. 	<ul style="list-style-type: none"> Use reasonable force, according to standards recommended by the Education Standards Commission and the Education Practices Commission and adopted by the State Board of Education, to protect himself or herself or others from injury.
<ul style="list-style-type: none"> Request and receive information as to the disposition of any referrals to the administration for violation of classroom or school rules. 	

REMOVING A STUDENT FROM CLASS

- A teacher may send a student to the principal's office to maintain effective discipline in the classroom. The principal shall respond by employing appropriate discipline-management techniques consistent with the Code of Student Conduct.
- A teacher may remove from class a student:
 - Who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; or
 - Whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.

NOTE: If a teacher removes a student from class under subsection (2), the principal may place the student in another appropriate classroom, in in-school suspension, or in an alternative education program as provided by [F.S. 1003.53](#); or the principal may recommend the student for out-of-school suspension or expulsion, as appropriate. The student may be prohibited from attending or participating in school-sponsored or school-related activities. The principal cannot return the student to that teacher's class without the teacher's consent unless the committee established under [F.S. 1003.32](#)(6) determines that such placement is the best or only available alternative. The teacher and the placement review committee must render decisions within five days of removal of the student from the classroom.

- Placement Review Committee, established under [F.S. 1003.32](#)
 - Each school shall establish a committee to determine placement of a student when a teacher withholds consent to the return of a student to the teacher's class.

Committee membership must include at least the following:

- One teacher selected by the school's faculty; and one teacher selected by the teacher not wanting the student readmitted back in his/her class.
 - One member from the school's staff who is selected by the principal. The teacher who withheld consent to readmitting the student may not serve on the committee.
- Any teacher who removes twenty-five percent of his or her total class enrollment shall be required to complete professional development to improve classroom management skills.

STAFF MEMBER'S ROLE FOR DISCIPLINE OUTSIDE OF THE CLASSROOM

All school personnel shall be informed and are responsible for all school board administrative rules concerning discipline. All school personnel including teachers, custodians, paraprofessionals, cafeteria workers, office staff, etc., shall become involved in the discipline process anywhere on campus or at school functions off campus. All adults are expected to provide reasonable direction to students and report discipline problems. Misbehavior observed outside the classroom is usually referred directly to an administrator.

Any staff member shall be authorized to temporarily detain and question a student under circumstances which reasonably indicate that such student has committed, is committing, or is about to commit a violation of Florida Statutes or School Board Rules. No student shall be temporarily detained longer than is reasonably necessary.

PARENT'S ROLE

If the Okeechobee County School Board is to do its job, the home and the school must cooperate. The school's responsibility is to provide a quality education in a safe environment for all students. The parents' responsibility includes the following:

<ul style="list-style-type: none"> • Understand, support, and discuss this Code of Student Conduct with your child. 	<ul style="list-style-type: none"> • Know your child's school, its staff, and its curriculum.
<ul style="list-style-type: none"> • Teach your child self-respect, respect for the law, respect for the authority in the school, and respect for the rights and property of others. 	<ul style="list-style-type: none"> • <u>Make sure the school has your correct home and work telephone numbers, home address, and an emergency contact person and the telephone number</u>
<ul style="list-style-type: none"> • Show a positive attitude toward the school and toward your child is learning progress. 	<ul style="list-style-type: none"> • Teach your child to dress properly and neatly, and to be clean and well groomed.
<ul style="list-style-type: none"> • Make certain your child attends school all day, every day unless the child is ill. 	<ul style="list-style-type: none"> • Work closely with school personnel to solve any disciplinary or academic problems.
<ul style="list-style-type: none"> • Supervise young children attending extracurricular school activities, especially athletic events. Although the school will provide crowd control and proper supervision, the care of younger children attending an event is the responsibility of the parent. • Students under ninth grade must be accompanied by an adult when attending any high school function. 	<ul style="list-style-type: none"> • Recognize that Florida Statute states students are considered under the control and supervision of the school when they are on the premises during a reasonable time before and after school and while attending or participating in a school-sponsored activity at the schools site. (Board Policy 5.40) • Reasonable time is defined as 30 minutes before and after school events. (Prior to and after the 30 minutes, supervision will not be provided by the school.)

COMPULSORY SCHOOL ATTENDANCE LAW
FLORIDA STATUTE CHAPTER 1003.27

A parent who refuses or fails to have a child who is under his or her control attend school regularly, or who refuses or fails to comply with the requirements in subsection (3) is guilty of a misdemeanor of the second degree, punishable as provided by law. The continued or habitual absence of a child without the consent of the principal or teacher in charge of the school he/she attends or should attend, or of the tutor who instructs or should instruct him/her, is prima facie evidence of a violation of this chapter; however, the court of the appropriate jurisdiction, upon finding that the parent has made a bona fide and diligent effort to control and keep the child in school, shall excuse the parent from any criminal liability prescribed herein and shall refer the parent and child for counseling, guidance or other needed services. Absence must be explained whenever a student is absent. The parent shall report the cause of such absence to the teacher or principal of the school.

EXCUSED ABSENCES ARE THOSE COVERED BY THE REASONS THAT FOLLOW:

1. Illness or injury of the student;
2. Illness or injury to the student's immediate family necessitating the student's absence;
3. Death to a member of the student's family necessitating the student's absence;
4. Recognized religious holidays;
5. Doctor and dental appointments;
6. Pre-arranged absences of educational value and with the principal's prior approval;
7. Subpoena or forced absence by any law enforcement agency;
8. Major disaster that would justify absence in the judgment of the administration, and
9. Head lice, a maximum of two days per incident.

FLORIDA STATUTE CHAPTER 1003.24(4): A student must provide medical verification of illness within three of days. The Okeechobee County School Board requires verification of illness by a medical source after nine absences in a semester for grades 9-12 and nine absences in a school year for grades K-8. Without verification, the absence will be unexcused and addressed by the truancy policy as stated in this Code under Violation, Section A. Absenteeism.

Department of Highway Safety and Motor Vehicles Notification Procedures

Section 1003.27 (b) Florida Statutes – The district school superintendent must report to the DHSMV habitual truants and dropouts. A truant or dropout may have their driver's license privilege taken away. In addition, the DHSMV may withhold issuing a permit. The following procedures should be followed according to law in referring students to DHSMV for missing 15 unexcused days of school:

1. The Administrative Assistant of I.T. will forward the information on students 14 to 17 years old missing 15 unexcused days of school.
2. DHSMV will mail an Intent to Suspend letter to the student.
3. The student then has 15 calendar days to schedule a hearing to document hardship. The hearing, which will be heard and processed by the principal, must take place within 30 days. The school principal must immediately notify the district contact of a student's request for a waiver. This urgency stems from Florida law stating that the district contact must notify the DHSMV within 24 hours after a student's request for a hearing.
4. The hearing must be conducted within 30 days. The principal must notify the district contact of the outcome of the hearing as notification must be given to DHSMV within 24 hours.
5. If no response and/or no improvement in attendance have been made, the DHSMV will send an Order of Suspension letter to the truant student.

Students must attend school for 30 consecutive days without an unexcused absence to have their license reinstated. The principal of the school will provide students with a paper document certifying no unexcused absences within the past 30 days. The signature on this document must be notarized or accompanied by the official school seal.

COMMUNICATION MUST BE A PRIORITY FOR SCHOOL STAFF AND PARENTS/GUARDIANS

Correct contact information must be in Skyward. Contact the school site(s) for updating and access to the Skyward system. Access will provide instant information related to current grades and student academic progress. Access will provide a direct link to the teacher(s).

Phone calls, emails, direct messages via texts, scheduled face-to-face meeting and video conferencing are all quick and simple solutions to communicating in the best interest of our students.

Chain of Who to Call:

Who do I contact when I have a concern regarding my child or children?

- Start with the classroom teacher (call or email), if you are not satisfied:
- Contact an administrator (the Assistant Principal), if you are not satisfied:
 - Contact the Principal, if you are not satisfied:
- Contact Student Services, from there your call will be routed to the appropriate department.

Note: it is always better to start at the school site with communications; it will speed up getting to a solution!

STUDENT ELIGIBILITY FOR PARTICIPATION IN INTERSCHOLASTIC AND INTRASCHOLASTIC EXTRACURRICULAR ACTIVITIES

THIS CODE OF STUDENT CONDUCT PROVIDES THAT:

- A student not currently suspended from interscholastic extracurricular activities, or suspended or expelled from school, pursuant to the district school board's suspension or expulsion powers provided in law is eligible to participate in interscholastic and intrascholastic extracurricular activities.
- A student's eligibility to participate in any interscholastic or intrascholastic extracurricular activity may not be affected by any alleged recruiting violation until final disposition of the allegation pursuant to s. [1006.20\(2\)\(b\)](#).
- Students who participate in interscholastic and intrascholastic extracurricular activities for, but are not enrolled in a public school, are subject to the district schools board's code of student conduct for the limited purpose of establishing and maintaining the student's eligibility to participate at the school.

STUDENT'S ROLE

<u>Students have the right to:</u>	<u>Students have the responsibility to:</u>
<ul style="list-style-type: none"> Be informed of all school rules and the consequences of breaking those rules. 	<ul style="list-style-type: none"> Observe all school rules or suffer the consequences of unacceptable behavior. Students will be familiar with this Code of Student Conduct and the school Student Handbook.
<ul style="list-style-type: none"> Be shown personal respect by all other students and school personnel. 	<ul style="list-style-type: none"> Show respect to all other students and adults.
<ul style="list-style-type: none"> Make appropriate use of school facilities, properties, and materials. 	<ul style="list-style-type: none"> Respect and protect school facilities, properties, and materials.
<ul style="list-style-type: none"> Attend school and benefit from quality educational opportunities. 	<ul style="list-style-type: none"> Attend school and all classes on a regular basis.
<ul style="list-style-type: none"> Have access to an appropriate education including instruction and use of material and tests at a level, which allows an opportunity for success. 	<ul style="list-style-type: none"> Participate in educational opportunities, completing classroom assignments and homework to the best of their abilities.
<ul style="list-style-type: none"> Hear, examine, and express divergent points of view, including freedom of speech, written expression, and symbolic expression. 	<ul style="list-style-type: none"> Consider and respect the divergent point of view of others. Be sure that personal expressions (speech, written or symbolic) do not infringe on the rights of others.
<ul style="list-style-type: none"> Know in advance how grades in a class will be determined. 	<ul style="list-style-type: none"> Understand the teachers' grading systems and monitor their own progress in each class.
<ul style="list-style-type: none"> Enjoy a reasonable degree of personal privacy. 	<ul style="list-style-type: none"> Keep their persons and property free of dangerous or illegal objects, materials, and substances.
<ul style="list-style-type: none"> Participate in extracurricular activities and clubs if their conduct and academic record qualify them. Students may not be excluded based on sex (except as allowed under Title IX), color, race, ethnic origin, religion or handicap. 	<ul style="list-style-type: none"> Abide by the rules of extracurricular activities – display school spirit and good sportsmanship. All school rules are applicable when attending school-sponsored activities on or off campus.
<ul style="list-style-type: none"> Choose whether to participate in patriotic or religious activities, including, reciting the Pledge of Allegiance under certain circumstances (p.29) 	<ul style="list-style-type: none"> Respect the rights of others to participate in patriotic or religious activities.
<ul style="list-style-type: none"> Receive personal, academic and career counseling. 	<ul style="list-style-type: none"> Seek personal, academic, and career counseling.
<ul style="list-style-type: none"> Dress comfortably in a way appropriate to a school setting. 	<ul style="list-style-type: none"> Dress in a way not offensive to others and in compliance with specific school rules.
<ul style="list-style-type: none"> Assemble peacefully on school grounds. 	<ul style="list-style-type: none"> Assemble so as not to disrupt the educational process.
<ul style="list-style-type: none"> Participate in school government based on a democratic process. 	<ul style="list-style-type: none"> Take an active interest in student government.
<ul style="list-style-type: none"> Receive due process by knowing the charges made against him/her, explaining his/her actions, presenting his/her view in all disciplinary actions and by presenting evidence. He/she may also appeal a disciplinary decision. 	<ul style="list-style-type: none"> Cooperate with school personnel in cases involving disciplinary actions, following prescribed steps for an appeal and accept final decisions.
<ul style="list-style-type: none"> Remain in the school program if married, parent, or pregnant. 	<ul style="list-style-type: none"> Seek regular medical advice regarding school attendance.
<ul style="list-style-type: none"> Have access to records and/or transcripts as provided by statute. 	<ul style="list-style-type: none"> Provide the school with all information relevant to making educational decisions.

POSITIVE BEHAVIOR INTERVENTION SUPPORT

Okeechobee School Board uses Positive Behavior Intervention Support (PBIS) as our approach to positive discipline in all schools. We are working to develop effective environments in which positive behavior is more effective than problem behavior. It emphasizes the use of preventative, teaching and reinforcement-based strategies to achieve meaningful and lasting behavior and lifestyle outcomes. Because PBS is driven by the discipline information specific to each school, the approach continues to adjust to meet the needs of the school environment and the students. At each school you will see clearly stated expectations for everyone and positively stated rules for each area of the school.

As with any group of people, school rules are necessary in order to provide a safe, nurturing and stimulating place in which all students learn and grow academically, socially and emotionally. To reinforce students for displaying behavior consistent with the expectations and rules, the faculty and staff provide many types of student recognition. Students can attend "PBS events", win prizes or bank their tokens to "buy" their choice at a school store. All of the events and incentives help students to immediately learn that living up to the expectations and following the rules makes school a positive place for everyone.

Interventions & Restorative Practices

The following interventions/consequences are provided for those offenses with consequences listed at principals' discretion. In some cases, they may be used as a diversion from or in addition to a more severe consequence.

• Expectations in Classroom	• Schedule Changes
• Student/Teacher Conference	• Special Work Assignment
• Apology/Restitution	• Functional Behavior Assessment
• Parent Contact	• Social Skills Training
• Behavioral Contract	• Removal from Program/Activity
• Behavior Intervention Class	• Loss of Privileges
• Educational Modules	• Referral to Mental Health Agency
• Student/Administrator Conference	• Establishing and Monitoring Expected Classroom Behaviors

CORPORAL PUNISHMENT

1. Corporal punishment is the moderate use of physical force or physical contact as may be necessary to maintain discipline or to enforce school rules.
2. The punishment must be administered by a parent or guardian, in the presence of an administrator or his/her designee, and under conditions not calculated to hold the student up to ridicule or shame.
 - a. The punishment must be reasonable.
 - b. Corporal punishment shall be limited to a maximum of three swats for any one offense.
 - c. The type of punishment, the severity of punishment, and the number of swats administered when paddling a student must be determined in every case.
 - d. In administering corporal punishment, an instrument designed to minimize possible physical injury should be utilized.
3. In every case of corporal punishment, the student, parent, and witness are to be told beforehand of the seriousness of the offense and the reason for the punishment as well as the number of swats he/she is to receive.
4. Under no circumstances shall a student be struck about the head or shoulders. Corporal punishment shall be administered posteriorly.
5. The principal or his/her designee will maintain a record of all instances when corporal punishment is administered. This record will contain the date, time, number of swats administered, the offense and adult witness (2 OCSB employees, at least one of which is the same sex of the parent administering the punishment).

DETENTION

Detention is an option a school may choose as a discipline measure. It consists of having a student stay after school hours for a set time in a designated place, usually working on academic work. Student may be directed to perform school service work.

WITHHOLDING PRIVILEGES

It is appropriate to withhold privileges at the elementary, middle school, and high school levels as a disciplinary consequence. Such privileges can include, but are not limited to: participation in field trips, Grad-Night, attendance at the prom, and driving privileges.

TIMEOUT, SECLUSION AND PHYSICAL RESTRAINT

To provide for the physical safety and security of students and staff when students pose a threat to themselves and/or others, trained staff may implement use of the least restrictive but effective intervention(s) for each student such as time out, seclusion or physical restraint. If using these interventions, [School Board Policy 5.36](#) shall be followed.

SATURDAY SCHOOL

Saturday School is an option a school may choose as a discipline measure. It is held at the school for one-half of a Saturday on designated Saturdays. Activities assigned for Saturday School may consist of campus beautification, school service work and/or instruction.

IN-SCHOOL SUSPENSION

In-School Suspension is an option a school may choose as a discipline measure. In-School Suspension is used at times in place of Out-of-School Suspension. During In-school Suspension, students will be provided academic work and/or lessons that focus on improving behavior.

NOTE: If the discipline assigned above is not carried out by the student, a harsher disciplinary measure will be implemented.

OUT-OF-SCHOOL SUSPENSION

The principal or his/her designee may suspend a student for up to nine school days. Each suspension and the reasons for it shall be reported immediately if possible, by telephone and in writing, delivered personally or by mail to the parents and faxed to the Okeechobee County Sheriff's Department, the Okeechobee City Police Department, the Department of Juvenile Justice (if the student is a client of DJJ), the Superintendent of the Schools, and the Exceptional Student Education Director. The length and conditions of the suspension may vary depending on the seriousness of the misconduct and the student's record. Suspension prohibits any student from attendance at any school's programs and activities.

Out-of-School Suspension is an unexcused absence. No student shall be suspended for unexcused tardiness, lateness, absence, or truancy [\[F.S. 1006.09\(1\) \(b\)\]](#).

a. Investigation Procedures

It shall be the duty of the principal, or his/her designee, to determine the facts based upon the information provided by the accused, the accusing person and any other witnesses. The principal or his/her designee shall prepare in written form a list of witnesses to the occurrence and a summary of each witness' testimony including that of the accused pupil. This summary shall be filed in the principal's office.

The principal shall notify appropriate law enforcement agencies and the superintendent's office at the time of the incident, if this action is warranted.

b. Suspension Procedures

The principal or is/her designee shall prepare a **Notice of Suspension** which shall indicate the reason for the suspension. The **Notice of Suspension** shall inform the parent or guardian of their right to a hearing.

The original **Notice of Suspension** shall be sent to the parent or guardian giving notice of the suspension within 24 hours. There shall be no evidence of the suspension posted on the pupil's permanent record other than that which may be reflected by his/her attendance record.

The copy of the **Notice of Suspension** filed in the pupil's discipline record may be removed with the approval of the principal. A reasonable effort shall be made to contact the parent or guardian of the pupil at the time of the suspension. If the parent or guardian cannot be contacted, the pupil is not to be sent home during the school day.

c. Suspension Hearings

If the parent, guardian or adult student wishes to avail himself of a hearing, he shall request with the principal at the specified address and before a certain date and time identified in the notice. Failure to request a hearing, in a timely manner, shall be considered a waiver of the right to a hearing. Any person(s) who may have been involved in the case or any witnesses may attend the conference if requested by the parent or guardian and approved by the hearing officer. In advance of a hearing, the parent or guardian of the pupil must have been notified as to the specific nature of the charge(s) against the pupil on the **Notice of Suspension**. The parent or guardian shall have the right to a list of witnesses against the pupil and summary of their testimony. The pupil must be given an opportunity to be heard at this hearing.

1. If the principal determines that the safety of a student or staff member would be endangered should his/her name be given, then the principal may withhold the name of the particular witness. In such a case, that person's testimony cannot be used in establishing the case against the pupil.
2. The principal or his /her designee may conduct the hearing.
3. The hearing should be conducted informally, witnesses should ordinarily be questioned in the presence of the accused student, and his/her parents. If a witness is reluctant or fearful, the hearing officer may interview him/her privately.
4. If a parent or student becomes abusive or unruly during the hearing so as to impair the hearing procedure, the hearing officer may exclude that person from the hearing.
5. A written summary of the hearing, prepared by the hearing officer, is to be filed in the principal's office. The decision of the principal or his/her designee is final.
6. Suspension hearings are exempted from the provision of [Chapter 120](#).

Important: The hearing officer should be fair, impartial and thorough in his/her efforts to determine the facts and should not presume the student to be guilty because he/she has been accused. The purpose of the hearing is to determine whether the facts and circumstances justify the continuation of the principal's initial recommendation, or its modification or withdrawal.

COMMUNITY CONTROL (HOME DETENTION)

A student on community control (home detention), who is required to wear an electronic monitoring device, must attend the Alternative School Program for as long as he/she is required to wear the monitoring device. Once the device is removed, a Student Information Team meeting will be held to determine the best placement for the student.

SUSPENSION BASED ON FELONY CHARGES

Suspension proceedings, pursuant to rules promulgated by the State Board of Education, may be initiated against any pupil enrolled as a student who is formally charged with a felony by a proper prosecuting attorney for an incident which allegedly occurred on property other than public school property, if that incident is shown, in an administrative hearing with notice provided to the parents or legal guardian or custodian of such pupil by the principal of the school pursuant to rules promulgated by the State Board of Education and to the rules developed pursuant to [F.S. 1006.09\(2\)](#), to have an adverse impact on the educational program, discipline, or welfare in the school in which the student is enrolled.

Any pupil who is suspended as the result of such proceedings may be suspended from all classes of instruction on public school grounds during regular classroom hours for a period of time as determined by the superintendent. If the pupil is not subsequently adjudicated delinquent or found to have committed the felony, the suspension shall be terminated immediately. If the pupil is found to have committed a felony, the superintendent shall have the authority to determine if a recommendation for expulsion shall be made to the school board; however, such suspension or expulsion shall not affect the delivery of educational services to the pupil in any residential or nonresidential program outside the public school.

EXPULSION

Florida Statutes define expulsion as the removal of the right and obligation of a student to attend school for a period of time not to exceed the remainder of the term or school year and one additional year of attendance.

The school principal or designee may recommend to the Superintendent that a student be expelled for a serious breach of conduct or repeated violations of this Code of Student Conduct. In most instances and unless special circumstances exist, such as special educational services requirements, students who commit offenses or accumulate offenses leading to an expulsion recommendation after the progress report date in the 3rd nine week grade period will be recommended for expulsion for the remainder of the school year plus the first semester of the following year.

- (1) The following procedures shall be observed when a student is suspended with a recommendation of expulsion:
- (a) The Superintendent shall receive and review the recommendation for expelling a student from the school principal or designee who is directly charged with the supervision of the student concerned. A recommendation shall be submitted in writing to the Superintendent and shall indicate the grounds for the recommendation. The student's parent(s) or legal guardian(s) or the adult student shall be notified in writing of the recommendation and the specific charges, upon which the recommendation is based, shall be provided a reasonable opportunity to meet with the principal to discuss the recommendation and shall receive a copy of the recommendation submitted to the Superintendent. Such notification shall be sent by certified mail or by regular mail if the parent(s) or legal guardian(s) or the adult student has been notified in person.
 - (b) The Superintendent shall review the school's investigation and determine whether to recommend expulsion of the student to the school board.
 1. All interested parties shall be immediately informed in an appropriate manner when the Superintendent's investigation reveals that insufficient evidence or reasons exist to support an expulsion recommendation. The student shall immediately be readmitted to school with no penalty imposed for absences related to the investigation; this does not include the initial school suspension if reasonable in nature. Records of the expulsion recommendation shall be expunged.
 2. If the Superintendent recommends to the school board that the student be expelled, the Superintendent may extend the student's suspension until such time that the school board acts on the recommendation. The student's parent(s) or legal guardian(s) or the adult student shall be notified in writing of the right to an administrative hearing before the School Board's designated hearing officer. To request a hearing, the parent(s) or legal guardian(s) or the adult student shall file a written request for a hearing with the Superintendent's office at the specified address and before a certain date and time identified in the notice. Failure to request a hearing, in a timely manner, shall be considered a waiver of the right to a hearing. The student's parent(s) or legal guardian(s) or the adult student who timely requests a hearing shall be notified in a manner calculated to inform him/her in a timely manner of the date, time, and place of the hearing.
 - (c) Expulsion hearings are conducted under [Section 120.57 \(2\), Florida Statutes](#).
 1. All parties shall have an opportunity to present evidence and argument on all issues, to conduct cross-examination and to submit rebuttal evidence. The student may also use the services of legal counsel at no expense to the School Board. The student's identity will remain confidential within the provisions of statute unless the student's parent(s) or guardian(s) or the adult student requests a public hearing. The Model Rules of Procedure, Florida Administrative Code, Chapter 28-5, shall govern such proceedings.
 2. The hearing officer shall accurately and completely preserve all testimony in the proceeding(s) by tape recording. On the request of any party, the School Board shall make a full or partial transcript available at actual cost. If either party desires a court reporter, they shall make arrangements for such court reporter and bear the expense.
 3. Following the hearing, the hearing officer will prepare a report detailing findings of fact. If the hearing officer concurs with the Superintendent's recommendation, the hearing officer will prepare a proposed final order which shall include Findings of Fact and Conclusions of Law for the school board to consider at the next regular scheduled meeting. If the hearing officer finds that insufficient evidence or reasons for expulsion exists, no proposed final order will be prepared and upon receiving the hearing officer's report, the Superintendent will notify all interested parties as in (b) (1) above.
 4. The Superintendent will notify the parent(s), legal guardian(s) or the adult student of the date, time and place of the meeting in which the school board will consider approval of the hearing officer's proposed final order.
 5. The school board shall review the hearing officer's report and approve or reject the proposed final order.
 6. The Superintendent shall notify the student's parent(s) or legal guardian(s) or the adult student of the official school board action by certified mail and include a copy of the school board's final order. The notice shall inform the student's parent(s) or legal guardian(s) or the adult student of his/her right to appeal the school board's final order to the District Court of Appeal.

Alternative Placement/Expulsion Proceedings

1. Introductions
 - a. School Official
 - b. Student
 - c. Parent
2. Explanation of Alternative Placement/Expulsion Process
 - a. School Board authority
 - b. Proceedings are governed by the Code of Student Conduct and Florida Statute, Chapter 120.57(2)
 - c. Board appoints hearing officers
 - d. Hearing officer's responsibility to determine findings of fact based upon:
 - i. Witness testimony
 - ii. Cross examination
 - iii. Rebuttals
 - iv. Evidence
 - e. Hearing officer reports findings to the Superintendent
 - f. Superintendent accepts hearing officer's finding and:
 - i. Withdrawals recommendation, or
 - ii. Recommends expulsion to the School Board, or
 - iii. Alternative Placement
3. Hearing Agenda
 - a. Individuals are sworn in: "Please raise your right hand. Do you swear to tell the truth, the whole truth, and nothing but the truth?"
 - b. Opening Remarks by School official which should include:
 - i. Explanation of charges
 - ii. Recommended consequences
 - c. Opening Remarks by Parent/Student which should include:
 - i. Explanation of objection
 - ii. Relief sought
 - d. Presentation of case by School official
 - i. Cross examination by Parent/Student
 - ii. Rebuttal by School official
 - e. Presentation of case by Parent/Student
 - iii. Cross examination by School official
 - iv. Rebuttal by Parent/Student
 - f. Closing remarks by School official
 - g. Closing remarks by Parent/Student
4. Next Steps
 - a. Hearing officer prepares a report detailing findings of fact for the Superintendent.
 - b. Hearing officer will notify Parent/Student and School official of recommendation.

(Additional procedures unique for the expulsion of disabled students are provided in the Okeechobee County School Board policy 5.46, Discipline of Exceptional Education Students.)

First Time Offender Program

Offered to students who:

- Are found to be in possession of alcohol and incident is coded: Alcohol offense (AL code)
- Are found to be in possession of drugs or items qualifying an incident to be coded as a Drug Related Offense. (DR code)

Goals of the program:

- Keep student at their home school.
- Provide counseling and education for student and family.
- Eliminate a future incident involving illegal alcohol or drug possession.

Components of the program:

- A suspension from school for the infraction (following the Code of Conduct)
- A Universal Screener Meeting involving the student, family, Mental Health Dept. staff, DATA counselor(s), and school staff to assess the situation and offer support.
- DATA Intake Meeting, Follow-up meeting, and prevention curriculum assigned.
Failure to attend the DATA Intake Meeting , within the first 15 days of program, would lead to alternative placement.
- Loss of all home school privileges: activities, athletics, after-school events, parking, etc. for 45 school days.
- All required meetings and educational components of the program must be completed within the 45 school days
or
 - Student is recommended for alternative placement.

Exclusions of the Program

- Students with an Alcohol or Drug Related incident in the academic past. (AL,DR or DS codes)
- Students with an incident coded as Drug Sales or Distribution. (DS code)
- Students with an incident that leads to Felony charges due to incident.
 - See Suspensions based on Felony charges on page 19.

ALTERNATIVE DISCIPLINARY PROGRAM

The Alternative Disciplinary program allows eligible students to earn grades, credits, and promotion in a safe environment while removing these students from their home campuses so that all students can learn in an environment that is both safe and conducive to learning. If the parent, guardian or adult student wishes to avail himself of a hearing regarding placement in the alternative disciplinary program, he shall request with the Director of Student Services at the specified address and before a certain date and time identified in the notice. Failure to request a hearing, in a timely manner, shall be considered a waiver of the right to a hearing.

Situations where eligibility of Alternative Placement may be withheld include:

- Zero Tolerance Violations. Students who commit Zero Tolerance offenses may not be served in the Alternative Disciplinary program without superintendent approval. In these cases, the superintendent must first determine that the student may be served while maintaining safe conditions for students and staff in the program before offering the program.
- Failure of the parent and student to (1) agree to alternative placement, and; (2) agree to follow the rules of the alternative placement program.

Students must meet one of the following criteria to be eligible for the program:

1. Has been recommended by the Superintendent for alternative placement**
2. Has been recommended as an Exceptional Education student for alternative placement due to noncompliance with a Behavior Intervention Plan***
3. Has been recommended as an Exceptional Education student for alternative placement in lieu of expulsion****
4. Has been recommended as an Exceptional Education student for alternative placement for violation of the Gun Free Schools Act or violation of the district alcohol and drug policy****
5. Has been recommended for alternative placement as a 504 student with an existing modification plan****
6. Has been released from incarceration, the regional detention center, or a residential Juvenile Justice program and the SIT team has decided that placement in the Alternative Disciplinary Program is in the best interest of the individual student or the general student population*****
7. Has been placed on community control (home detention) with electronic monitoring device (See Community Control section of this Code.)*****
8. Has transferred from another district or state and was in a mandatory alternative program for disciplinary reasons*****

** Students who fail to abide by program rules may be required to serve additional time in the Alternative Disciplinary Program or be recommended for expulsion.

*** Students who fail to abide by program rules will be considered for reassignment to home-based or other more restrictive programs.

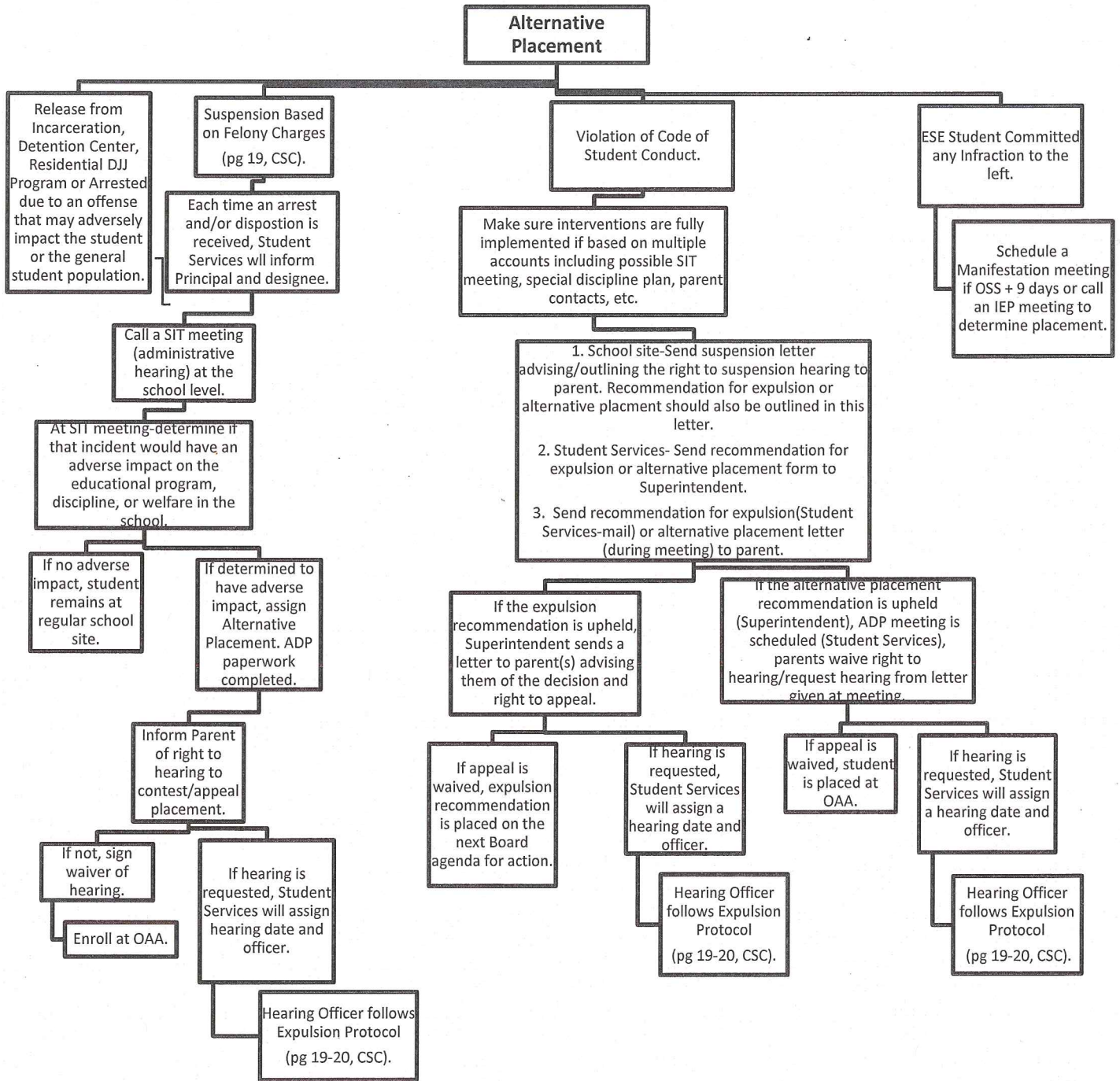
**** Students who fail to abide by program rules may be suspended or recommended for expulsion based upon recent school discipline history (students who are expelled may not be served during the expulsion).

***** In an attempt to minimize the interruption of a student's attendance in school, a suspension may be reduced upon enrollment in the assigned alternative setting.

SPECIAL NOTE: School districts have no obligation, according to Florida law, to provide any educational services to an expelled student. Since the Okeechobee County School Board attempts to educate all children, an alternative school placement will, in many cases, be offered. Parents of students enrolled in such alternative school programs may need to provide extra tutoring or other services in order to help their child to be fully prepared to re-enter the regular school program.

Absences between SIT meeting (Admin. Hearing) and Hearing to Appeal (requested by parent) will be excused.

MTSS (Purple File) must be present at ALL SIT/ADP Hearings-Student's school site brings to meeting (If Safety Plan is created/updated, place in MTSS (Purple File)



ALCOHOLIC BEVERAGES

To: *The Students of Okeechobee County*
From: *Ashley Albright, Assistant State Attorney*

Underage drinking is a serious problem in Okeechobee County. Underage drinking is against the law. You need to know that this office, on behalf of the State of Florida, will now prosecute every minor caught with alcohol and every minor caught using a fake "ID" to buy alcohol. You should also know that if the Court finds you guilty, in addition to any other penalties you receive; you will lose your driver's license or the right to get a license when you turn sixteen for up to one year. The penalty also carries a one year suspension and 40 hours of community service for first offense, and a two year suspension and 40 hours of community service for a second offense.

Please ask yourself – Is a beer worth losing your license? Is a beer worth a criminal record?

STEPS TO FOLLOW IF A STUDENT ACCIDENTALLY OBTAINS POSSESSION OF ALCOHOL, DRUGS, TOBACCO (OR) OVER-THE-COUNTER MEDICATIONS:

1. Always say "no" if offered any of the above substances.
2. A student who becomes in possession of a contraband substance must turn it in to a teacher or administrator. This must be done before an investigation has been initiated to avoid consequences.
3. An explanation must be provided regarding the possession of the contraband substance.
4. Consequences for not following the steps above may be found in the corresponding Violations Chart.

BULLYING AND HARASSMENT

The District will not tolerate bullying and harassment of any type. The School Board approved policy 5.321 specifically defines bullying and harassment and sets forth specific actions the district must take to make sure that our students are safe and free from bullying, cyber-bullying and harassment. [Florida Statute 1006.147](#) and [School Board Policy 5.321](#) outline very specific procedures that must be documented in our efforts to stop bullying and harassment. These procedures include instruction on the policy for parents, students and staff; reporting, investigating and assignment of consequences; and referral of victims and perpetrators of bullying/harassment for counseling. Any and all acts of bullying and harassment should be reported to school administration. District report forms are available at the office of your child's school. Please note that allegations can be made anonymously, however, formal disciplinary action cannot be based solely on an anonymous report. For information on Bullying and Harassment, see Section N. Violence in this Code of Student Conduct.

DATING VIOLENCE AND ABUSE

It is the policy of the Okeechobee County School District that all of its students and school employees have an educational setting that is safe, secure, and free from dating violence and abuse. The District shall not tolerate dating violence and abuse of any kind. Dating violence or abuse by any student is prohibited on school property, during any school related or school sponsored program or activity, or during school sponsored transportation as found in [Board Policy 5.325](#).

Teen dating violence is a pattern of emotional, verbal, sexual, or physical abuse used by one person in a current or past intimate relationship to exert power and control over another when one or both of the partners is a teenager.

Abuse is mistreatment which may include insults, coercion, social sabotage, sexual harassment, threats and or acts of physical or sexual abuse. The abusive partner uses this pattern of violent and coercive behavior to gain power and maintain control over the dating partner.

School employees, students, parents and members of the school community are required to report such incident to the principal or designee for investigation. Submission of a good faith complaint will not affect the complainant or reporter's future employment, grades, learning or working environment, or work assignments.

SEXUAL HARASSMENT (NEW LEGISLATION EFFECTIVE AUGUST 2020)

A SCHOOL'S RESPONSE TO SEXUAL HARASSMENT

- Under the Final Rule, any of the following conduct on the basis of sex constitutes sexual harassment:
 - A school employee conditioning and educational benefit or services upon a person's participation in unwelcome sexual conduct (often called "quid pro" harassment);
 - Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity; or
 - Sexual assault, dating violence, domestic violence, or stalking (as those offenses are defined in the Clery Act, 20 U.S.C. § 1092(f), and the Violence Against Women Act, 34, U.S.C. § 12291(a).

- Consistent with Supreme Court precedent and the text of Title IX, a school must respond when:
 - The school has actual knowledge of sexual harassment;
 - That occurred within the school's education program or activity;
 - Against a person in the United States.

The Final Rule expands "actual knowledge" to include notice to any elementary or secondary employee, and states that any person (e.g., the alleged victim or any third party) may report to a Title IX Coordinator in person or by email, phone, or mail. The Final Rule also specifies that school's education program or activity includes situation over which the school exercised substantial control, and also buildings owned or controlled by student organizations officially recognized by a postsecondary institution, such as many fraternity and sorority houses.

- Consistent with Supreme Court precedent, a school violates Title IX when its response to sexual harassment is clearly unreasonable in light of the known circumstances, and the Final Rule adds mandatory response obligations such as offering supportive measures to every complainant, with or without a formal complaint.
- Schools must investigate every formal complaint (which may be filed by complainant or by a school's Title IX Coordinator). If the alleged conduct does not fall under Title IX, then a school may address the allegations under the school's own code of conduct and provide supportive measures.

SEXUAL HARASSMENT OF STUDENTS BY A SCHOOL BOARD EMPLOYEE

If is sexual harassment for s School Board Employee to use his or her authority to solicit sexual favors or attention from students. Board employees who either engage in sexual harassment or tolerate such conduct by another employees or students shall be subject to sanctions.

PROCEDURES:

- Any student who alleges sexual harassment by any staff member may complain directly to the school principal, guidance counselor, or the District Equity Coordinator. The Director of Human Resources serves as the District Equity Coordinator and may be reached by calling 863-462-5000 Ext. 1022. Filing of a complaint or otherwise reporting sexual harassment will not affect the individual's future grades or extracurricular activities.
- The right to confidentiality, both the complainant and the accused, will be respected, consistent with the Board's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this has occurred.
- In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct and the context in when the alleged conduct occurred will be investigated. The Superintendent or designee has the responsibility of initiating an investigation along with law enforcement and the Department of Children and Families if appropriate.

Vaping THC Will Result in a 3rd Degree Felony!



Vaping F.S. 877.112, "Nicotine dispensing device", means any product that employs an electronic, chemical, or mechanical means to produce vapor from a nicotine product, including, but not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or other similar device or product, any replacement cartridge for such device, and any other container of nicotine in a solution or other form intended to be used with or within an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or other similar device or product. **TB**Under Florida Statute 893.13(6)(A), it is a FELONY to possess ANY amount of THC, a cannabis concentrate, even if the total weight of the cannabis concentrate containing the THC is less than twenty (20) grams. If THC Resin is found, it will constitute a violation of F.S., 893.13.6A, which is a third degree felony****

ZERO TOLERANCE FOR SCHOOL-RELATED VIOLENT CRIME

The Okeechobee County School Board fully supports Florida Statutes 790 and 1006.13 regarding Zero Tolerance for school violence, crime and the use of weapons and directs all employees to comply fully with these statutes. In compliance with these statutes, the board directs that:

Students who are found to have committed one of the following offenses shall be expelled, for a period of not less than one full year with or without continuing educational services and be referred for criminal prosecution:

- a.) **BRINGING A FIREARM OR WEAPON**, as defined in chapter 790, to school function, or onto any school-sponsored transportation or possessing a firearm at school.
- b.) **MAKING A THREAT OR FALSE REPORT**, as defined by §790.162 -§790.164, respectively, involving school, school personnel or school personnel's property, school transportation, or a school-sponsored activity.

The Okeechobee County School Board hereby adopts, pursuant to section [1006.13 Florida Statutes](#), a policy of zero tolerance that:

- a.) Requires reporting to a law enforcement agency any act that poses a threat to school safety whenever and wherever students are under the jurisdiction of the school. Serious acts include but are not limited to weapons possession, threats of violence, hate related crimes, robbery, etc.
- b.) Minimizes the victimization of students, staff, or volunteers, including taking all steps necessary to protect the victim of any violent crime from further victimization.
- c.) Excludes zero tolerance for petty offenses such as minor physical aggression and minor violations against property, yet applies appropriate consequences in an attempt to change behavior.

The most serious consequences provided for in the Code of Student Conduct shall be invoked in dealing with students who engage in violent criminal acts on school property, on school-sponsored transportation, or during school-sponsored activities as found in Florida Statute 1006.13(6) (a).

The Superintendent has established a process for facilitating active communication and cooperation between schools and law enforcement agencies, and the Department of Juvenile Justice in sharing information that will help school officials make the best decisions regarding students' educational services and placement.

The superintendent and the administrative staff will assist teachers and other school personnel, consistent with board policies and the Code of Student Conduct, to act decisively and effectively when dealing with violent and disruptive youth.

DISCIPLINE OFFENSE CODES

In addition to the violations charts listing the most common serious infractions, it also gives guidance to school officials on how to code the infractions into our student database. The following discipline offense codes are provided for easy reference and are also listed by each of the violations listed in the chart. SESIR, 'School Environmental Safety Incident Reporting' is also included in the offense code chart below. Please note that due to the individual nature of infractions, incidences of discipline violations may be described by one or more codes. It is the responsibility of the school to choose the code most appropriate for the individual incident.

SESIR Codes

<u>Infraction Code</u>	<u>SESIR Level</u>	<u>Initiates :</u>
<u>AR-Arson</u>	<u>SESIR Level 1</u>	<u>Immediate Notification</u>
<u>BA-Battery</u>	<u>SESIR Level 1</u>	<u>Immediate Notification</u>
<u>HM-Homicide</u>	<u>SESIR Level 1</u>	<u>Immediate Notification</u>
<u>KD-Kidnapping</u>	<u>SESIR Level 1</u>	<u>Immediate Notification</u>
<u>SB-Sexual Battery</u>	<u>SESIR Level 1</u>	<u>Immediate Notification</u>
<u>BE-Breaking and Entering</u>	<u>SESIR Level 2</u>	<u>Immediate Notification</u>
<u>DS-Drug Sales/ Distribution</u>	<u>SESIR Level 2</u>	<u>Immediate Notification</u>
<u>PHA-Physical Attack</u>	<u>SESIR Level 2</u>	<u>Immediate Notification</u>
<u>RB-Robbery</u>	<u>SESIR Level 2</u>	<u>Immediate Notification</u>
<u>TP-Trespassing</u>	<u>SESIR Level 2</u>	<u>Immediate Notification</u>
<u>WP-Weapons Possession</u>	<u>SESIR Level 2</u>	<u>Immediate Notification</u>
<u>DC-Disruption of Campus</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>DR-Drug Possession</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>FT-Fighting</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>HA-Hazing</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>OM-Other Major</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>SA-Sexual Assault</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>SH-Sexual Harassment</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>SO-Sexual Offenses</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>ST-Larceny/Theft(over \$300)</u>	<u>SESIR Level 3</u>	<u>Immediate Notification</u>
<u>TI-Threat/Intimidation</u>	<u>SESIR Level 4</u>	<u>Immediate Notification</u>
<u>VA-Vandalism (over\$1000)</u>	<u>SESIR Level 4</u>	<u>Immediate Notification</u>
<u>AL-Alcohol</u>	<u>SESIR Level 4</u>	<u>Immediate Notification</u>
<u>BL-Bullying</u>	<u>SESIR Level 4</u>	<u>Immediate Notification</u>
<u>HR-Harassment</u>	<u>SESIR Level 4</u>	<u>Immediate Notification</u>
<u>TB-Tobacco Possession</u>	<u>SESIR Level 4</u>	<u>Immediate Notification</u>

These Infractions Require:

Immediate Notification of Administration

Minimum consequences is ISS, majority OSS to Alternative Placement/Expulsion

SESIR Level 1 is the most severe

All SESIR Infractions must be reported to SESIR (link provided in the top of the SESIR column)

Must Include Consultation with Law Enforcement (SRO) Recommended, but not required, Consultation with Law Enforcement (SRO)

Local Codes for Infractions Recommended, but not required, Consultation with Law Enforcement (SRO)

Local Codes for Infractions

Infraction Code	Local Level	Initiates:
AB-Abusive Language	Local Code 1	Classroom (referral)
CO-Contraband	Local Code 1	Classroom (referral)
IM-Obscene Material	Local Code 1	Classroom (referral)
PA-Physical Aggression	Local Code 1	Classroom (referral)
PD-Property (under \$1000)	Local Code 1	Classroom (referral)
RS-Restraint	Local Code 1	Classroom (referral)
SC-Skipping Class (no OSS)	Local Code 1	Classroom (referral)
TF-Forgery/Theft (under \$300)	Local Code 1	Classroom (referral)
DD-Disrupt/Disrespect	Local Code 2	Classroom managed
DI-Defiance/Insubordination	Local Code 2	Classroom managed
FC-Failure to Comply	Local Code 2	Classroom managed
AU-Accepted Use Violation	Local Code 3	Classroom managed
CM-Continuation of Minor	Local Code 3	Classroom managed
Ed-Electronic Device	Local Code 3	Classroom managed
TD-Tardiness (no OSS)	Local Code 3	Classroom Managed
AV-Automotive Violation	Local Code	Office documented
BC-Behavior Contract Violation	Local Code	Office documented
BS-Bus Rule	Local Code	Office documented
BV-Bullying Victim	Local Code	Office documented
HV-Harassment Victim	Local Code	Office documented
MM-Misc. Minor	Local Code	Office documented
SS-Skipping School (no OSS)	Local Code	Office documented
UB-Unsubstantiated Bullying	Local Code	Office documented
UBP-Unsubstantiated Bully Perpetrator	Local Code	Office documented
UBV-Unsubstantiated Bully Victim	Local Code	Office documented
UH-Unsubstantiated Harassment	Local Code	Office documented
UHP-Unsubstantiated Harass Perpetrator	Local Code	Office documented
UHV-Unsubstantiated	Local Code	Office documented

[Classroom Managed: Local Level 1: most severe: automatic referral for documentation](#)

[Classroom Managed: Local Level 2: documented in classroom, classroom interventions prior to referral](#)

[Classroom Managed: Local Level 3: documented in classroom, classroom interventions prior to referral](#)

[Office Documented: Office codes applied after investigation](#)

[Local Levels 2/3 could rise to the level of referral pending severity of disruption to the learning environment.](#)

[Prior documentation of intervention is recommended](#)

[Patterns of Behavior for Level 2 and 3: classroom documentation should be required \(Principals' Discretion\)](#)

[Start with the appropriate Action Code for the 1st offense then build \(Progressive Discipline\) for patterns/repeat offenses](#)

Actions: Numbers of Actions Match Skyward Coding

<u>Actions in Skyward</u>	<u>Use for:</u>
<u>1-Warning/Reprimand</u>	<u>Local Codes</u>
<u>2-Corporal Punishment</u>	<u>Consult Principal</u>
<u>3-Conference with Parent</u>	<u>Local Codes</u>
<u>4-Sent Home</u>	<u>Local Codes</u>
<u>5-Loss of Privileges</u>	<u>Local Codes</u>
<u>6-Parent Contact</u>	<u>Local Codes</u>
<u>8-Referred to Guidance</u>	<u>Local Codes</u>
<u>9-In-School Suspension (ISS)</u>	<u>SESIR and Local 1,2,3</u>
<u>10-Detention</u>	<u>Local Codes</u>
<u>12-Conference with (note in description)</u>	<u>Local Codes</u>
<u>13-Suspend Bus Privilege</u>	<u>Local Codes</u>
<u>14-Emergency Removal</u>	<u>Local Codes</u>
<u>15-Letter Sent</u>	<u>Local Codes</u>
<u>16-Administrative Counseling</u>	<u>Local Codes</u>
<u>17-Room Change</u>	<u>Local Codes</u>
<u>18-Extra Work</u>	<u>Local Codes</u>
<u>19-School Service Work</u>	<u>Local Codes</u>
<u>20-Referred to Law Enforcement</u>	<u>Consult Principal</u>
<u>21-Out of School Suspension 1 day</u>	<u>SESIR and Local 1,2,3</u>
<u>22-Out of School Suspension 2 days</u>	<u>SESIR and Local 1,2,3</u>
<u>23-Out of School Suspension 3 days</u>	<u>SESIR and Local 1,2,3</u>
<u>24-Out of School Suspension 4 days</u>	<u>SESIR and Local 1,2,3</u>
<u>25-Out of School Suspension 5 days</u>	<u>SESIR and Local 1,2,3</u>
<u>26-Out of School Suspension 6 days</u>	<u>SESIR and Local 1,2,3</u>
<u>27-Out of School Suspension 7 days</u>	<u>SESIR and Local 1,2,3</u>
<u>28-Out of School Suspension 8 days</u>	<u>SESIR and Local 1,2,3</u>
<u>29-Out of School Suspension 8 days</u>	<u>SESIR and Local 1,2,3</u>
<u>30-Saturday School</u>	<u>Principal Discretion</u>
<u>31-Alternative Placement</u>	<u>Consult Principal</u>
<u>32-Time Out</u>	<u>Local Codes</u>
<u>33-Suspension Extended per Hearing</u>	<u>Consult Principal</u>
<u>35-Other SESIR</u>	<u>SESIR</u>
<u>36-SESIR Corporal</u>	<u>Consult Principal</u>
<u>37-Expulsion with Continuing Ed.</u>	<u>Consult Principal</u>
<u>38- Non SESIR Corporal</u>	<u>Consult Principal</u>
<u>41-Physical restraint</u>	<u>Consult Administration</u>
<u>42-Seclusion</u>	<u>Consult Administration</u>

THE FLORIDA LEGISLATURE (F.S. 1006.135) PASSED A LAW WHICH PROHIBITS “HAZING” AT ANY SCHOOL WITH ANY OF GRADES 6 – 12, and provides criminal penalties for individuals in any grades 9 through 12 who commit acts of hazing. Hazing means any action or situation that endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any organization operating under the sanction of a school. Any student of grade 9 through 12 who commits an act of hazing which results in serious bodily injury or death will be charged with a third degree felony. Any student of grades 9 through 12 who commits an act of hazing which creates a substantial risk of injury, although the victim is not hurt, will be charged with a first degree misdemeanor. The fact that the victim in a hazing incident provided consent to the hazing cannot be used in a criminal defense. In addition to criminal charges, school disciplinary action will be taken against any student involved in hazing incidents.

SIMULATING A FIREARM OR WEAPON WHILE PLAYING or wearing clothing or accessories that depict a firearm or weapon or express an opinion regarding a right guaranteed by the Second Amendment to the United States Constitution is not grounds for disciplinary action or referral to the criminal justice or juvenile justice system. However, a student may be subject to disciplinary action or referral to criminal justice or juvenile justice system if simulating a firearm or weapon while playing substantially disrupts student learning, causes bodily harm to another person, or places another person in reasonable fear of bodily harm. Disciplinary actions involving student clothing or accessories may be addressed as dress code violations described in [F.S. 1006.07](#) unless the wearing of the clothing item or accessory causes a substantial disruption to student learning, in which case the infraction may be addressed in a manner consistent with consequences of similar disruptions.

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 must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. (Florida Statute 1003.44)

WARNING: Whenever any student, parent, or other person is charged with committing an **ASSAULT OR BATTERY UPON ANY ELECTED OFFICIAL OR EMPLOYEE OF A SCHOOL DISTRICT OR SPORTS OFFICIAL**, regardless of whether he knows or has reason to know the identity, position or employment of the victim, and the elected official or employee is on school property or is away from school property on official school business, the offense for which the person is charged shall be classified:

- ASSAULT – First Degree Misdemeanor
- BATTERY – Third Degree Felony
- AGGRAVATED ASSAULT – Second Degree Felony
- AGGRAVATED BATTERY – First Degree Felony (F.S. 784.081)

WHAT DOES PROGRESSIVE DISCIPLINE MEAN?

Progressive Discipline–The severity of the consequence should **INCREASE** every time the **SAME** incident occurs.

If a detention did not keep the student from showing disrespect, the consequence for the second offense should be more than a detention.

Example: Severity of consequences increase with repeated incidents. (Time between incidents and severity of incidents are considered)

1st Failure to Comply infraction: Example: consequence of Administrative Counseling

2nd Failure to Comply infraction: Example: consequence of Conference with Parent. A non-example: another Administrative Counseling

3rd Failure to Comply infraction: Example: consequence: Detention/ISS/or OSS. A non-example: no increase in consequence

GUIDE TO READING THE VIOLATIONS CHARTS

The following charts list the most common serious infractions, but they do not include every possible violation. The principal or his/her designee determines the type of code violation committed by using the definitions in the left hand column of the charts listed below. The minimum consequence assigned is determined by the grade level of the student which is designated at the top of each remaining column. Minimum consequence means the least type of corrective action that may be assigned to the student to attempt to change the unwanted behavior.

When deciding what disciplinary action should be taken, the principal or his/her designee shall consider the student's age, exceptionality, previous conduct, probability of a reoccurring violation, attitude, severity of the offense, and whenever possible, shall impose disciplinary action in a progressive manner. For this reason, punishment may exceed the minimum consequence and is expected to be more of a consequence than assigned before for the same incident. For all levels, any incident that is hate-related and/or gang-related shall be grounds to increase disciplinary actions.

A. Absenteeism	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12 (students under 16)
<p>1. (Truancy-Skipping) Failure to be in school and on time unless absence is excused as per Florida Statute 1003.26 (see page 13 for excused absences allowed.) TD,SS,SC</p> <p>NOTE: The principal may assign additional consequences for being tardy and skipping class or school.</p> <p>No student shall be suspended out of school for unexcused tardiness, lateness, absence, or truancy. Florida Statute 1006.09(1)(b)</p>	<p>After 5 unexcused absences in a school year, a warning letter will be sent.</p> <p>After 9 absences in a school year, a letter will be sent requiring a doctor's not for future absences.</p> <p>After 10 unexcused absences in a school year, a second attendance letter will be sent to the parent of guardian</p> <p>The school attendance person notifies the school counselor who schedules a Student Information Team (SIT) meeting.</p> <p>The District Attendance Officer visits the home and provides written notice of the state statute.</p> <p>After 15 unexcused absences in a 90 day period, the principal initiates a Truancy Referral, which is forwarded to the Director of Student Services, who may initiate the process to:</p> <ol style="list-style-type: none"> File a legal charge against the parent/guardian File a legal charge against the student Refer the family for intervention services 	<p>After 5 unexcused absences in a school year, a warning letter will be sent.</p> <p>After 9 absences in a school year, a letter will be sent requiring a doctor's not for future absences.</p> <p>After 10 unexcused absences in a school year, a second attendance letter will be sent to the parent of guardian</p> <p>The school attendance person notifies the school counselor who schedules a Student Information Team (SIT) meeting.</p> <p>The District Attendance Officer visits the home and provides written notice of the state statute.</p> <p>After 15 unexcused absences in a 90 day period, the principal initiates a Truancy Referral, which is forwarded to the Director of Student Services, who may initiate the process to:</p> <ol style="list-style-type: none"> File a legal charge against the parent/guardian File a legal charge against the student Refer the family for interventions services 	<p>After 5 unexcused absences in a school year, a warning letter will be sent.</p> <p>After 9 absences in a school year, a letter will be sent requiring a doctor's not for future absences.</p> <p>After 10 unexcused absences in a school year, a second attendance letter will be sent to the parent of guardian</p> <p>The school attendance person notifies the school counselor who schedules a Student Information Team (SIT) meeting.</p> <p>The District Attendance Officer visits the home and provides written notice of the state statute.</p> <p>After 15 unexcused absences in a 90 day period, the principal initiates a Truancy Referral, which is forwarded to the Director of Student Services, who may initiate the process to:</p> <ol style="list-style-type: none"> File a legal charge against the parent/guardian File a legal charge against the student Refer the family for intervention services

Compulsory Attendance Laws, Procedures for Excused Absences, and Driver's License Suspension and Reinstatement Procedures can be found on page 14 of this Code.

B. Alcohol and Drugs	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
<p>Alcohol (ALC)-Level-IV (Possession, use, or sale), Possession, sale, or purchase, or use of alcoholic beverages. Use means the person is caught in the act of using, admits to use, or is discovered to have used in the course of an investigation</p> <p>1. Possessing(including possession after use when the substance is still in the body) using and/or procuring, selling or dispensing on school premises, school buses, or at any school activity or school-related function of:</p> <ol style="list-style-type: none"> Alcohol; Any substance controlled by F.S. 893 or 877.111 (available upon request); AL Prescription drugs for which the student does not have a valid prescription; DR Hallucinogenic drugs or combinations; DR Counterfeit drugs including, but not limited to, prohibited substances possessed, sold and/or used that are held out to be, or represented to be controlled/illegal substances. In addition counterfeit drugs include substances used in a manner not in accordance to package directions, or substances when combined, induce a mind-altering state or condition DR Paraphernalia for use of controlled substances. (Code as Other Major for SESIR) OM 	<p>First Offense Principal's discretion; may include Out-of-School Suspension up to 9 days and mandatory conference with principal and/or counseling</p> <p>Second Offense Principal's discretion, parent conference, and Out-of-School Suspension, (Minimum: 1 day)</p> <p>Third Offense Out-of-School Suspension up to 9 days and/or Alternative Placement</p>	<p>First Offense Out-of-School Suspension up to 9 days and Expulsion or Alternative Placement or First Time Offender Program</p> <p>Second Offense Out-of-School Suspension up to 9 days and Expulsion or Alternative Placement</p> <p>Third Offense Out-of-School Suspension up to 9 days and Expulsion or Alternative Placement</p>	<p>First Offense Out-of-School Suspension up to 9 days and Expulsion or Alternative Placement or First Time Offender Program</p> <p>Second Offense Out-of-School Suspension up to 9 days and Expulsion or Alternative Placement</p> <p>Third Offense Out-of-School Suspension up to 9 days and Expulsion or Alternative Placement</p>

C. Defiance of Authority	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
<p>1. Disobeying or disregarding school personnel or school rules. DI, FC</p> <p>NOTE: No gang insignia or clothing is allowed on any campus. Offenses may result in suspension from school, based on the principal/designee's decision. The principals is the final authority on decisions concerning clothing.</p>	<p>First Offense Parent notification and principal's discretion based on severity.</p> <p>Second Offense Principal's discretion ranging from parent/teacher conference, parent attending school with student, In-School Suspension or Out-of-School Suspension, principals' discretion (Minimum: 1 day)</p> <p>Third Offense In-School Suspension, parent attends School with student or Out-of-School Suspension, (Minimum: 2 days)</p> <p>The principal or principals designee may assign a more severe punishment based on the offense</p>	<p>First Offense Parent notification and principal's discretion based on severity</p> <p>Second Offense Principals' discretion ranging from parent/teacher conference, In-School Suspension or Out-of-School Suspension, principal's discretion (Minimum: 1 day)</p> <p>Third Offense In-School Suspension, parent attends School with student or Out-of-School Suspension, principal's discretion (Minimum: 2 days)</p> <p>The principal or principals designee may assign a more severe punishment on the first, second and third offense up to and including expulsion</p>	<p>First Offense Parent notification and principal's discretion based on severity</p> <p>Second Offense Principals' discretion ranging from parent/teacher conference, In-School Suspension or Out-of-School Suspension, principal's discretion (Minimum: 1 day)</p> <p>Third Offense In-School Suspension, parent attends School with student or Out-of-School Suspension, principal's discretion (Minimum: 2 days)</p> <p>The principal or principals designee may assign a more severe punishment on the first, second and third offense up to and including expulsion</p>
<p>2. Inappropriate Dress Wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. (F.S. 1006.07) DI, FC</p>	<p>First Offense Verbal warning and parent contact</p> <p>Second Offense Parent conference and student is ineligible to participate in extracurricular activities for up to five (5) days</p> <p>Third and Subsequent Offenses In-School Suspension for up to three days and student is ineligible to participate in extracurricular activities for up to thirty (30) days, parent contact and written letter.</p> <p>**In all cases, the student must adjust or change their clothing to meet dress code prior to returning to class**</p>	<p>First Offense Verbal warning and parent contact</p> <p>Second Offense Parent conference and student is ineligible to participate in extracurricular activities for up to five (5) days</p> <p>Third and Subsequent Offenses In-School Suspension for up to three days and student is ineligible to participate in extracurricular activities for up to thirty (30) days, parent contact and written letter.</p> <p>**In all cases, the student must adjust or change their clothing to meet dress code prior to returning to class**</p>	<p>First Offense Verbal warning and parent contact</p> <p>Second Offense Parent conference and student is ineligible to participate in extracurricular activities for up to five (5) days</p> <p>Third and Subsequent Offenses In-School Suspension for up to three days and student is ineligible to participate in extracurricular activities for up to thirty (30) days, parent contact and written letter.</p> <p>**In all cases, the student must adjust or change their clothing to meet dress code prior to returning to class**</p>

NOTE:

- Students must accurately identify themselves when requested to do so by any school board employee or law enforcement personnel
- Safety rules shall be presented and enforced by school staff. All safety rules must be followed. These rules differ between various subjects, particularly Science, P.E. and vocational areas. Protective devices must be used as directed. Failure to follow safety rules or use protective devices may result in disciplinary consequences.

	Minimum Consequence K-5	Minimum Consequence 6-8	Minimum Consequence 9-12
<p>D. Dishonesty</p> <p>1. Cheating-illegally procuring or sharing of work/test responses DD, DI, FC</p>	<p>Any Offense Parent Notification. The work on which the student cheats will be graded as either the results of the test or 59%, whichever is lower</p> <p>Second incident on which the student cheats will be graded zero</p> <p>Principal's discretion</p>	<p>Any Offense Parent Notification. The work on which the student cheats will be graded as either the results of the test or 59%, whichever is lower</p> <p>Second incident on which the student cheats will be graded zero</p> <p>Principal's discretion</p>	<p>Any Offense Parent Notification. The work on which the student cheats will be graded as either the results of the test or 59%, whichever is lower</p> <p>Second incident on which the student cheats will be graded zero</p> <p>Principal's discretion</p>
<p>2. Lying –Giving false information to school personnel* DD, DI, FC</p>	<p>Any Offense Principal's discretion</p>	<p>Any Offense Principal's discretion</p>	<p>Any Offense Principal's discretion</p>
<p>3. Forgery/Theft-illegally taking money or property. <u>IF</u></p> <p>NOTE: The item must be less than \$300. If the item is over \$300, report as Forgery/Theft.</p>	<p>Any Offense Principal's discretion</p>	<p>Any Offense Principal's discretion</p>	<p>Any Offense Principal's discretion</p>

FLORIDA LAW WARNING; A recommendation of expulsion may be made for any student found to have intentionally made false, injurious accusations against a teacher or other member of the school staff, according to the school district Code of Student Conduct. Also, the parent or guardian of such student may be liable for any expenses incurred by the falsely accused person in the defense of the charges made, and the student and parent or guardian may be sued for slander or libel as provided by law.

	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
<p>E. Extortion/Robbery</p> <p>1. Obtaining or threatening to obtain something of value through use of threat or force. TI, RB, HR</p> <p>All incidents will be reported to Law Enforcement</p>	<p>First Offense Out-of-School Suspension (minimum: 1 day) (Counseling Suggested)</p> <p>Subsequent Offense Out-of-School Suspension (Minimum: 3 days)</p>	<p>First Offense Out-of-School Suspension (minimum: 1 day) (Counseling Suggested)</p> <p>Subsequent Offense Recommendation for Expulsion</p>	<p>First Offense Out-of-School Suspension (minimum: 1 day) (Counseling Suggested)</p> <p>Subsequent Offense Recommendation for Expulsion</p>

STEPS TO FOLLOW IF STUDENT ACCIDENTALLY OBTAINS POSSESSION OF A WEAPON:

1. Do not accept a weapon from anyone
2. If a student discovers that he/she accidentally is in possession of a weapon, immediately turn the weapon in to any school employee
3. An explanation must be provided regarding the possession of the contraband weapon
 If these steps are not followed immediately, student may face the consequences listed for the weapon in the following chart.
Zero Tolerance offenses start with Automatic Recommendation for Expulsion

FLORIDA LAW-WARNING: Exhibiting a firearm or weapon within 1,000 feet of a school or possessing a firearm on school property or possessing an electric weapon, destructive device or other weapon on school property is a third degree felony.

- The initial determination of whether or not an object constitutes a weapon, knife or dangerous object, will be the responsibility of the principal. For more information or clarification concerning weapons, refer to Florida Statute 790. Weapons, knives, and dangerous objects will be confiscated
- A student is responsible for any item brought to school, intentionally, whether it is in his/her locker, book bag, and/or vehicle, and to keep their persons and property free of dangerous or illegal objects, materials, and substances.

F. Firearms/Knives/Other Dangerous Objects	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
<p>Weapons Possession (WPO) LEVEL II <i>(Possession of firearms and other instruments which can cause harm) Possession of any instrument or object, as defined be Section 790.0010, F.S., or district code of conduct that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. (Possession of a common pocketknife is exempted from state zero tolerance expulsion requirement 1006.7(2) F.S.; however, law enforcement should be notified of any weapon or knife, including pocketknives, for investigation)</i></p> <p>1. Firearms and Destructive Devices: Any weapon (operable or inoperable, loaded or unloaded) which will, is designed to, or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any such weapon; any firearm or muffler or firearm silencer; any destructive device; or any machine gun. Examples include, but are not limited to: handgun, starter gun, zip gun, pistol, shotgun, rifle, bomb, pipe bomb, grenade and/or missile. WP</p>	<p>Any Offense Expulsion-see Zero Tolerance (Reported to SESIR as a Weapon)</p>	<p>Any Offense Expulsion-see Zero Tolerance (Reported to SESIR as a Weapon)</p>	<p>Any Offense Expulsion-see Zero Tolerance (Reported to SESIR as a Weapon)</p>
<p>2. Weapons: Any dirk, metallic knuckles, slingshot, billie club, or devise, electric weapon which can be used to inflict physical harm on another WP</p>	<p>Any Offense Principal's Discretion (Reported to SESIR as a Weapon)</p>	<p>Any Offense Expulsion or Alternative Placement (Reported to SESIR as a Weapon)</p>	<p>Any Offense Expulsion or Alternative Placement (Reported to SESIR as a Weapon)</p>
<p>3. Dangerous Objects: BB gun, air gun, paintball gun, pellet gun and martial arts weapons (Reported to SESIR as weapon if used in connection with a threat, otherwise code as contraband) CO, WP</p>	<p>Any Offense Principal's Discretion</p>	<p>Any Offense Expulsion or Alternative Placement</p>	<p>Any Offense Expulsion or Alternative Placement</p>

<p>4. Knives: Knives or objects that can be used to cut, including but not limited to, razor blade, box cutter, or knife (Reported to SESIR as a weapon if used in connection with a threat, otherwise code as contraband) WP, CO</p>	<p><u>Any Offense</u> Principal's Discretion</p>	<p><u>Any Offense</u> Principal's Discretion unless displayed or possessed in connection with a threat. If displayed, Out-of-School Suspension (Minimum: 5 days) to expulsion. If used in connection with a threat-Expulsion or Alternative Placement</p>	<p><u>Any Offense</u> Principal's Discretion unless displayed or possessed in connection with a threat. If displayed, Out-of-School Suspension (Minimum: 5 days) to expulsion. If used in connection with a threat-Expulsion or Alternative Placement</p>
<p>5. Hazardous Items: Items including but not limited to: tear gas, chemical weapon, mace, chemical and other objects used to threaten, intimidate, or cause disruption (Reported to SESIR as weapon if used in connection with a threat otherwise code as Contraband) WP, CO</p>	<p><u>Any Offense</u> Principal's Discretion</p>	<p><u>Any Offense</u> Principal's Discretion unless possessed in connection with a threat. If displayed, Out-of-School Suspension (Minimum: 5 days) to expulsion. If used in connection with a threat-Expulsion or Alternative Placement</p>	<p><u>Any Offense</u> Principal's Discretion unless possessed in connection with a threat. If displayed, Out-of-School Suspension (Minimum: 5 days) to expulsion. If used in connection with a threat-Expulsion or Alternative Placement</p>
<p>6. Contraband: Potentially harmful objects including but not limited to cigarette lighters, lighter fluid, laser pointers and fireworks (Reported to SESIR as weapon if used in connection with a threat, otherwise code as Contraband) WP, CO</p>	<p><u>Any Offense</u> Principal's Discretion</p>	<p><u>Any Offense</u> Principal's Discretion unless used in dangerous manner. If dangerous to self or others, Out-of-School Suspension (Minimum: 3 days) to expulsion. If used in connection with a threat-Expulsion or Alternative Placement</p>	<p><u>Any Offense</u> Principal's Discretion unless used in dangerous manner. If dangerous to self or others, Out-of-School Suspension (Minimum: 3 days) to expulsion. If used in connection with a threat-Expulsion or Alternative Placement</p>
<p>G. Inappropriate Conduct</p>			
<p>1. Language-Using profanity or verbal abuse including name calling, racial slurs or derogatory statements AB, IM, CM, DD, BC</p>	<p><u>Any Offense</u> Parent notification and principal's discretion based on severity and number of offenses(progressive discipline)</p>	<p><u>Any Offense</u> Parent notification and principal's discretion based on severity and number of offenses(progressive discipline)</p>	<p>Minimum Consequences 6-8 <u>Any Offense</u> Parent notification and principal's discretion based on severity and number of offenses(progressive discipline)</p>
<p>2. Disruptive Behavior-Disrespect, disruptive behavior and minor confrontations BS, CM, DD, BC, MM</p>	<p><u>Any Offenses</u> Principal's Discretion based on severity of offense(progressive discipline)</p>	<p><u>Any Offenses</u> Principal's Discretion based on severity of offense(progressive discipline)</p>	<p>Minimum Consequences 9-12 <u>Any Offense</u> Parent notification and principal's discretion based on severity and number of offenses(progressive discipline)</p>
<p>3. Misuse of School Technology Resources-including computers and school network AU, IM</p>	<p><u>Any Offenses</u> Principal's Discretion based on severity of offense(progressive discipline)</p>	<p><u>Any Offenses</u> Principal's Discretion based on severity of offense(progressive discipline)</p>	<p><u>Any Offenses</u> Principal's Discretion based on severity of offense(progressive discipline)</p>

<p>4. Misuse of Personal Technology, including, but not limited to, cell phones, gaming and listening devices AU, IM, MM, CM,</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences K-5</p> <p>First Offense Warning/parent conference</p> <p>Second Offense Principal's Discretion</p> <p>Third Offense Parent Conference and Out-of-School Suspension: (minimum or 1 day)</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 6-8</p> <p>First Offense Principal's Discretion, Warning/Parent Conference</p> <p>Second Offense Out-of-School Suspension: (minimum 2 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, 1 day and mandatory parent conference with principal and/or counselor</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 3 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 5-9 days, possible recommendation for Alternative Placement</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 9-12</p> <p>First Offense Principal's Discretion, Out-of-School Suspension up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion or Out-of-School Suspension: (minimum of 3 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 5 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 9 days, possible recommendation for Alternative Placement</p>
<p>5. Conspiracy by a student to assist any other student to violate any of these rules</p> <p>6. Other Inappropriate Conduct as determined by principal MM, DD, CM</p>	<p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences K-5</p> <p>First Offense Warning/parent conference</p> <p>Second Offense Principal's Discretion</p> <p>Third Offense Parent Conference and Out-of-School Suspension: (minimum or 1 day)</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 6-8</p> <p>First Offense Principal's Discretion, Warning/Parent Conference</p> <p>Second Offense Out-of-School Suspension: (minimum 2 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, 1 day and mandatory parent conference with principal and/or counselor</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 3 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 5-9 days, possible recommendation for Alternative Placement</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 9-12</p> <p>First Offense Principal's Discretion, Out-of-School Suspension up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion or Out-of-School Suspension: (minimum of 3 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 5 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 9 days, possible recommendation for Alternative Placement</p>
<p>H. Medication</p> <p>1. Over-the-counter medications or supplements, including aspirin, Possession, Accepting or Dispensing. CO</p> <p>1. Prescription drugs other than topical for which the student has a valid prescription, but does not have a valid care plan allowing him/her to carry the medication on their person; ex: Inhaler, epi pen, insulin, etc. CO</p> <p>NOTE: Dispensing prescription medication to another student will result in the consequences listed in B.1.c of this Code</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 6-8</p> <p>First Offense Principal's Discretion, Warning/Parent Conference</p> <p>Second Offense Out-of-School Suspension: (minimum 2 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, 1 day and mandatory parent conference with principal and/or counselor</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 3 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 5-9 days, possible recommendation for Alternative Placement</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 9-12</p> <p>First Offense Principal's Discretion, Out-of-School Suspension up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion or Out-of-School Suspension: (minimum of 3 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 5 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 9 days, possible recommendation for Alternative Placement</p>	<p>Any Offenses Principal's Discretion based on severity of offense (progressive discipline)</p> <p>Any Offense Same as the minimum consequences of the rule actually violated by the other student(s)</p> <p>Any Offense Parent notification and Principal's Discretion based on severity and number of offenses (progressive discipline)</p> <p>Minimum Consequences 9-12</p> <p>First Offense Principal's Discretion, Out-of-School Suspension up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion or Out-of-School Suspension: (minimum of 3 days)</p> <p>Third Offense Out-of-School Suspension: (minimum 3 days up to 9 days)</p> <p>First Offense Principal's Discretion, Out-of-School Suspension, up to 9 days, mandatory parent conference</p> <p>Second Offense Principal's Discretion, Out-of-School Suspension, 5 days</p> <p>Third Offense Principal's Discretion, Out-of-School Suspension 9 days, possible recommendation for Alternative Placement</p>

I. Sexual Harassment and Sexual Battery	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
<p>Unwanted verbal or physical behavior with sexual connotations 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 (6A-10.008(1) SBE Rule). An incident when one person demands a sexual favor from another under the threat of physical harm or adverse consequence.</p> <p>1. Sexual Harassment</p> <p>a. Conduct of a sexual nature may include verbal or physical sexual advances including subtle pressure for sexual activity; touching, pinching, patting or brushing against; comments regarding physical or personality characteristics of a sexual nature; sexually oriented kidding, teasing or jokes. Such conduct by a student is specifically prohibited</p> <p>b. Verbal or physical conduct of a sexual nature will constitute sexual harassment where the allegedly harassed individual has indicated, by his/her conduct that is unwelcome</p> <p>c. All victims of sexual harassment are required to report such activity to an administrator, guidance counselor, or teacher</p> <p>d. Possession and/or distribution of pornographic materials SH</p>	<p><u>First Offense</u> Principal's Discretion</p> <p><u>Second Offense</u> Parent conference and Out-of-School Suspension (minimum 1 day) Referral to mental health services</p> <p><u>Third Offense</u> Principal may explore any punishment up to an including expulsion Referral to mental health services</p>	<p><u>First Offense</u> Principal's Discretion/Progressive Discipline based on severity of the offense</p> <p><u>Subsequent Offenses</u> Parent Notification. Principal may explore any punishment including expulsion based on the severity of the offense Referral to mental health services</p>	<p><u>First Offense</u> Principal's Discretion/Progressive Discipline based on severity of the offense</p> <p><u>Subsequent Offenses</u> Parent Notification. Principal may explore any punishment including expulsion based on the severity of the offense Referral to mental health services</p>
<p>2. Sexual Battery Any sexual act or attempt directed against another person, forcibly and/or against the person's will where the victim is incapable of giving consent because of his/her youth, or because of temporary or permanent mental incapacity. This category includes rape, forcible penetration of private body parts of another person (either through human contact or using an object) SB</p>	<p><u>Any Offense</u> Mandatory Expulsion and involvement of Law Enforcement</p>	<p><u>Any Offense</u> Mandatory Expulsion and involvement of Law Enforcement</p>	<p><u>Any Offense</u> Mandatory Expulsion and involvement of Law Enforcement</p>

Sexual Battery (SXB) LEVEL I (Attempted or actual) Forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or object			
Sexual Offenses (Other) (SXO) LEVEL III (Lewdness, indecent exposure) Other sexual contact, including intercourse, without force of threat of force. Subjecting an individual to lewd sexual gestures, sexual activity, or exposing body parts in a lewd manner. (Law enforcement must be notified to investigate)			
J. Sexual Offenses	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
1. Sexual Misconduct on school property, on school sponsored transportation, at school sponsored activities or events a. Sexual activity, to include any penetration of private body parts of another person by human contact and such acts prohibited by Florida Statutes b. Sexual activity, as defined under Lewd and Indecent Behavior Violations of Florida Statutes SO	Any Offense Principal's Discretion, mandatory parent conference	Any Offense Mandatory Expulsion and involvement of Law Enforcement	Any Offense Mandatory Expulsion and involvement of Law Enforcement

NOTE:

All incidents of a sexual nature will be reported to law enforcement and may be reported to the Department of Children and Families depending on the student's age.

K. Tobacco: Possession and/or Use and Dispensing	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
Tobacco (TBC) LEVEL IV (cigarettes or other forms of tobacco) The possession, use, distribution, or sale of tobacco of nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 18.	First Offense Principal's Discretion, mandatory parent notification Second Offense Principal's Discretion, Parent Conference and suspension (minimum 1 day)(Counseling is suggested) Third Offense Suspension days increase	First Offense Principal's Discretion, parent notification (Counseling is suggested) Second Offense In-School-Suspension, Out-of-School Suspension (minimum: 1 day) Third Offense Suspension days increase	First Offense Parent Conference. (Counseling is suggested.) Out-of-School Suspension (minimum: 1 day) Second Offense Suspension (minimum: 2 days) Third Offense Suspension days increase
1. Tobacco and Electronic Cigarettes (This refers to all forms of tobacco, including smokeless tobacco and all forms of electronic cigarettes) TB			

<p>2. Vaping Use of or possession of any e-cigarette or other "vaping device"; any student under 18 possessing or using electronic nicotine delivery system (ENDS, e-cigarette, vape pens, hookah pens, cartridges, etc.) TB NOTE: If THC resin or oil is present, the offense falls under B.1 of this code and is a third degree felony, DR</p>	<p>First Offense Principal's Discretion, mandatory parent notification Second Offense Principal's Discretion, Parent Conference and suspension (minimum 1 day)(Counseling is suggested) Third Offense Suspension days increase</p>	<p>First Offense Principal's Discretion, parent notification (Counseling is suggested) Second Offense In-School-Suspension, Out-of-School Suspension (minimum: 1 day) Third Offense Suspension days increase</p>	<p>First Offense Parent Conference. (Counseling is suggested.) Out-of-School Suspension (minimum: 1 day) Second Offense Suspension (minimum: 2 days) Third Offense Suspension days increase</p>
<p>L. Violations Against Property; Vandalism</p>	<p>Minimum Consequences K-5</p>	<p>Minimum Consequences 6-8</p>	<p>Minimum Consequences 9-12</p>
<p>Vandalism (VAN) LEVEL III (destruction, damage, or defacement of school or personal property) The intentional destruction, damage or defacement of public or private/personal property without consent of the owner or the person having custody or control over it. (Damage must be \$1000 or more to report in SESIR)</p>			
<p>1. Stealing(Theft, Burglary, Larceny) Illegally taking money or property BE, ST, TF, MT NOTE: The item must be \$300 or more to be reported to SESIR. Items of lesser value are reported as Forgery/Theft</p>	<p>First Offense Principal's Discretion/Progressive Discipline; Parent Notification and restitution Second Offense Principal's Discretion/Progressive Discipline; Parent conference, restitution, counseling, Out-of-School Suspension, minimum 1 day Third Offense Principal's Discretion/Progressive Discipline; Restitution, counseling, Out-of-School Suspension, 3-5 days</p>	<p>First Offense Principal's Discretion/Progressive Discipline; Parent Notification and restitution Second Offense Principal's Discretion/Progressive Discipline; Parent conference, restitution, counseling, Out-of-School Suspension, minimum 3 days Third Offense Principal's Discretion/Progressive Discipline; Restitution, counseling, Out-of-School Suspension, 5-9 days</p>	<p>First Offense Principal's Discretion/Progressive Discipline; Parent Notification and restitution Second Offense Principal's Discretion/Progressive Discipline; Parent conference, restitution, counseling, Out-of-School Suspension, minimum 3 days Third Offense Principal's Discretion/Progressive Discipline; Restitution, counseling, Out-of-School Suspension, 5-9 days</p>
<p>2. Destruction Property/Vandalism Willfully destroying or damaging public property of others. PD, VA, AR, TP NOTE: Damage must be \$1000 or more to be reported to SESIR. Damage of lesser value is reported as Property Damage</p>	<p>Any Offense Principal's Discretion/Progressive Discipline; Restitution, Parent Conference, Out-of-School Suspension, minimum 3 -5 days</p>	<p>Any Offense Principal's Discretion/Progressive Discipline; Restitution, Parent Conference, Out-of-School Suspension, minimum 3 -5 days</p>	<p>Any Offense Principal's Discretion/Progressive Discipline; Restitution, Parent Conference, Out-of-School Suspension, minimum 3 -5 days</p>
<p>3. Bomb Threats and/or Pulling of Fire Alarms when there is no fire Violates F.S. 806.101 (Code as Disruption on Campus-Major) DC</p>	<p>Any Offense Principal's Discretion/Progressive Discipline; up to and including Expulsion, minimum of 5 days</p>	<p>Any Offense Principal's Discretion/Progressive Discipline; minimum of 5 days Out of school Suspension, up to 9 days, Alternative Placement and/or Expulsion</p>	<p>Any Offense Principal's Discretion/Progressive Discipline minimum of 5 days Out of School Suspension, up to 9 days, Alternative Placement and/or Expulsion</p>

<p><u>(If FTO Program is added to Code)</u></p> <p>4. Trespassing <u>When a suspended, expelled, First Time Offender, or person (adult or community member) who has been officially trespassed returns to campus during time of suspension, expulsion, FOT agreement, or terms of trespass order. TP</u></p>	<p>Any Offense Principal's Discretion/Progressive Discipline;</p>	<p>Any Offense Principal's Discretion/Progressive Discipline; minimum of 5 days Out of school Suspension, up to 9 days, Alternative Placement and/or Expulsion</p>	<p>Any Offense Principal's Discretion/Progressive Discipline minimum of 5 days Out of School Suspension, up to 9 days, Alternative Placement and/or Expulsion</p>
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NOTE: If the violation fits a category included in the Zero Tolerance Policy ([page 27](#)) Expulsion for the remainder of the school year plus the following year is required.

N. Violence	Minimum Consequences K-5	Minimum Consequences 6-8	Minimum Consequences 9-12
<p>The District Threat Assessment Procedure will be activated to determine the level of risk associated with a threat</p> <p>1. Bullying/Harassment The incident is bullying if it includes systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees that is severe of pervasive enough to create an intimidating, hostile or offensive environment; or unreasonably interferes with the individual's school performance or participation (School Board Policy 5.321). BL, BV, HR, HV, UB, UBP, UVB, UH, VHP, UTV</p>	<p>First Offense Principal's Discretion/Progressive Discipline; up to and including parent conference, possible In-School Suspension (1 day) Referral to mental health services</p> <p>Second Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension, minimum 2 days Referral to mental health services</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out -of School Suspension, minimum 3 days Referral to mental health services</p>	<p>First Offense Principal's Discretion/Progressive Discipline; up to and including parent conference, In-School Suspension or Out-of- School minimum 1 day Referral to mental health services</p> <p>Second Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension, minimum 3 days Referral to mental health services</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension, minimum 5 days Referral to mental health services</p>	<p>First Offense Principal's Discretion/Progressive Discipline; up to and including parent conference, In-School Suspension or Out-of- School minimum 1 day Referral to mental health services</p> <p>Second Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension, minimum 3 days Referral to mental health services</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension, minimum 5 days Referral to mental health services</p>
<p>2. Threat/Intimidation A threat to cause physical harm to another which includes the elements of intent, fear and capability TI</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense.</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense.</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense.</p>

<p>(2) Threat/Intimidation (cont.) TI</p>	<p>Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 1 day Referral to mental health services</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 2 days Referral to mental health services</p>	<p>Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 2 days</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 3 days Referral to mental health services</p>	<p>Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 3 days Referral to mental health services</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 5 days Referral to mental health services</p>
<p>3. Physical Attack: Refers to an actual and intentional striking of another person against his/her will, or the intentional causing of bodily harm to an individual PHA (Physical Attack Continued)</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense.</p> <p>Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 1 day</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 2 days</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense.</p> <p>Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 3 days</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 5 days Expulsion or Alternative Placement</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense.</p> <p>Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 3 days</p> <p>Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 5 days Expulsion or Alternative Placement</p>
<p>4. Fighting When two or more persons mutually participate in the use of force or physical violence that requires physical restraint or results in injury. The burden of determining whether physical contact is indeed a "fight" will be responsibility of the principal FT It should be understood that the aggressor in a physical confrontation may receive a more severe consequence</p>	<p>First Offense Principal's discretion, parent conference, detention and/or Out-of-School Suspension</p> <p>Second Offense Out-of-School Suspension (Minimum: 1 day).</p> <p>Third Offense Out-of-School Suspension (Minimum: 3 days) Counseling is Suggested.</p>	<p>First Offense Out-of-School Suspension (minimum: 2 days) and parent conference.</p> <p>Second Offense Out-of-School Suspension (minimum: 5 days) and parent conference.</p> <p>Third Offense Out-of School Suspension (minimum: 9 days) and recommendation for expulsion or alternative placement.</p>	<p>First Offense Out-of-School Suspension (minimum: 5 days) and parent conference.</p> <p>Second Offense Out-of-School Suspension (minimum: 9 days) and parent conference and recommendation for expulsion or alternative placement.</p> <p>Third Offense Out-of School Suspension (minimum: 9 days) and recommendation for expulsion or alternative placement.</p>

<p>5. Physical Aggression When an individual(s) engage in a minor altercation that does not require physical restraint or results in no injuries; students pushing and shoving; easily separated. PA</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense. Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 1 day Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 2 days</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense. Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 2 days Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 3 days</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense. Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 3 days Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 5 days</p>
<p>6. Battery The Physical use of force or violence by an individual against another. (SESIR's definition of battery differs greatly from Law Enforcement's definition. Battery should only be coded under severe; violent circumstances otherwise code as physical aggression BA</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense. Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 1 day Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 3 days</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense. Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 3 days Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 5 days, Expulsion or Alternative Placement</p>	<p>First Offense Principal's Discretion/Progressive Discipline; based on severity of the offense. Second Offense Principal's Discretion/Progressive Discipline; Parent Conference, detention, or Out-of-School Suspension, Minimum 5 day Third Offense Principal's Discretion/Progressive Discipline; Out-of-School Suspension minimum 9 days, Expulsion or Alternative Placement</p>
<p>7. Assault/Battery on a School Board Employee, As defined in F.S. 784.011, F.S. 748.03 and F.S. 784.081 The principal or the principal's designee shall recommend to the superintendent the expulsion for a minimum of 1 year for any student found to have committed assault or battery on a school board employee. This code should be used under severe, violent circumstances otherwise code and assign consequences as Defiance of Authority DI</p>	<p>Any Offense K-2 Out-of-school Suspension (minimum: 2 days) 3-5 Out-of-school Suspension (Minimum: 5 days)/Alternative Placement Depending on severity, incidents of violence may be reported to law enforcement</p>	<p>Any Offense Expulsion or Alternative Placement Depending on severity, incidents of violence may be reported to law enforcement</p>	<p>Any Offense Expulsion or Alternative Placement Depending on severity, incidents of violence may be reported to law enforcement</p>

School Bus Safety

Authority of School Bus Drivers

<ul style="list-style-type: none"> The school bus driver shall preserve order and good behavior on the part of all students being transported on school buses. 	<ul style="list-style-type: none"> The principal shall delegate to the school bus driver such authority as may be necessary for the control of pupils being transported to and from school, or school functions.
<ul style="list-style-type: none"> The school bus driver shall have the authority to control students during the time students are on the school bus, but shall not have such authority when students are waiting at the school bus stop or when students are in route to or from the school bus stop unless they are in view of the bus driver. 	<ul style="list-style-type: none"> Any pupil who persists in disorderly conduct on a school bus shall be reported to the principal by the driver of the bus and may be suspended by the principal of the school he or she attends from being transported to and from school, and school functions.
<ul style="list-style-type: none"> If an emergency should develop due to the conduct of students on the bus, the bus driver may take such steps as are immediately necessary to protect the students on the bus. 	<ul style="list-style-type: none"> The principal or principal's designee shall give strong consideration to the recommendation for discipline made by a teacher, other members of the instructional staff, or a bus driver when making a decision regarding student referral for discipline.
<ul style="list-style-type: none"> Bus drivers shall not be required to operate a bus under conditions in which one or more students pose a clear and present danger to the safety of the driver or other students, or the safety of the bus while in operation. The school district shall protect the bus driver from threats or physical injury from students. 	<ul style="list-style-type: none"> The School bus driver is NOT authorized to approve a verbal or written requested by a parent or student to be picked up or dropped off at any location or stop other than the student's regularly assigned bus stops.
<ul style="list-style-type: none"> In the case of a student having engaged in violent or blatantly unsafe actions while riding the school bus, the school district shall take corrective measures to ensure, to the extent feasible, that such actions are not repeated prior to reassigning the students to the bus. 	

School Bus Rules

The Okeechobee County School Board assumes responsibility for students from the time they get on a school bus in the morning until they arrive at their bus stop in the afternoon. Students may be subject to video or audio recording while on the bus.

Such recordings may only be viewed by authorized school personnel or law enforcement.

Parents or guardians are responsible for supervising their children at bus stops. Students should be at the bus stop five minutes before the bus is scheduled to arrive. Riding the bus is a privilege, not a right. If the rules below are repeatedly violated, a student may lose his/her privilege of riding the bus.

The following rules apply to all persons at all times in regard to school buses leased, owned, chartered or operated by the Okeechobee County School Board:

1. Stand at least ten feet off of the roadway while waiting for the bus.	11. Remain seated until the bus comes to a complete stop upon arrival at school or at your stop.
2. Cross the roadway at least ten feet in front of the bus, in clear view of the driver, and only on the driver's signal.	12. Do not eat, drink, or chew gum on the bus unless an exception is made by the superintendent or his or A choking incident on the bus could have serious consequences. Spilled food and liquid could cause insect infestation and is a costly item to treat.
3. Do not talk to the driver while the bus is moving unless spoken to or in an emergency.	13. Leave through the front loading door, except in emergencies.
4. Talk to other students in ordinary voice levels, unless the driver asks for silence.	14. Exit the bus at your assigned stop, unless a bus pass has been approved by the principal or designee.
5. Do not talk or make noise at a railroad crossing.	15. Pick up any trash in your seat area and help to keep your entire bus clean.
6. Do not block aisles or exits with legs, feet, book bags, or backpacks, coolers or any other items at any time.	16. Do not use profane, vulgar, or obscene language and/or gestures at any time.
7. Do not extend your arms, hands, head or objects through bus windows. Nothing is to be thrown from window of bus at any time.	17. Bullying and harassment will not be tolerated and must be reported to the driver promptly.
8. Do not bring the following onto the bus: items larger than 14 inches square, balloons, glass containers, pets or other animals, radios, CD players, and other electronic devices such as MP3 players, iPod and other handheld games, or any dangerous objects. Exceptions can be made with prior approval for musical instruments or science project boards on a case by case basis when the items are part of the student's instructional program. Baseball bats may be transported in proper zipped bags as long as the bag does not impact other students. Skateboards may not be transported on the bus.	18. Cell phones may be used on the bus so long as ringers are inaudible. Cell phone usage that distracts the driver from safe driving will not be tolerated. All cell phones must be turned off immediately and remain off for the balance of the route or trip upon the drivers' first request. Any phone or electronic device found on the bus or collected by the driver will be returned to a school administrator the next time the driver is regularly scheduled to return to that school.
9. Do not tamper with bus equipment, controls, warning devices, safety devices, or interfere in any way with the driver's operation of the bus.	19. Only Okeechobee County Students, staff or approved chaperones may ride the bus.
10. Sit in the seat assigned by the driver.	20. Seat belts are to be buckled at all times.

Violations of these rules of conduct have the potential of jeopardizing the health and safety of all school bus passengers.

The bus driver is required by law to report to the school principal any violation of the rules. Disciplinary action will depend upon the seriousness of the violation, the number of times the student has violated these rules, and the age of the student. Results of misconduct on the school bus may range from informal disciplinary procedures to formal disciplinary action including suspension from school, suspension from the bus or permanent removal from the bus for the remainder of the school year.

When a student is suspended from riding a school bus due to misconduct, his/her absence from school is not excused. The parent or guardian is responsible for providing transportation during the time the student is excluded from the bus. Students suspended from the bus will not be transported on any other bus during the suspension period, including extracurricular or field trip buses.

Students or parents will pay for any damages/vandalism deliberately inflicted upon the bus by students.

STUDENT TECHNOLOGY PRIVILEGES AND ACCEPTABLE USE

All student users of the Okeechobee County School Board's technology resources must complete, with applicable signatures, an Okeechobee County School Board Acceptable Use Policy Contract, and Photo Release Form and follow the guidelines stated in the contract. Access to OCSB technology resources will be denied to students that do not have this form signed and on file. Students that violate these policies will be reported to the principal of their respective school and their computing privileges will be suspended or revoked, depending on the severity of the violation. All illegal activities will be reported to the Superintendent or his designee and prosecuted to the fullest extent of the law. Computer use by students is a privilege, not a right.

Okeechobee County School Board Student Acceptable Use Policy

Section 1. Purpose of Technology Use

The Okeechobee County School Board provides technology resources to its students solely for educational purposes. Through technology, the District provides access for students and staff to resources from around the world. Expanding technologies take students and staff beyond the confines of the classroom, and provide tremendous opportunities for enhancing, extending, and rethinking the learning process. The goal in providing these resources is to promote educational excellence in the District by facilitating resource sharing, communication, collaboration, creativity and critical thinking with the support and supervision of parents, teachers, and support staff.

Section 2. The Opportunities and Risks of Technology Use

With access to computers and people all over the world comes the potential availability of material that may not be considered to be of educational value in the context of the school setting, or that may be harmful or disruptive. Because information on networks is transitory and diverse, the District cannot completely predict or control what users may or may not locate.

In accordance with the Children's Internet Protection Act, the District installs and operates filtering software to limit users' Internet access to materials that are obscene, pornographic, harmful to children, or otherwise inappropriate, or disruptive to the educational process, notwithstanding that such software may in certain cases block access to other materials as well. At the same time, the District cannot guarantee that filtering software will in all instances successfully block access to materials deemed harmful, indecent, offensive, pornographic, or otherwise inappropriate. The use of filtering software does not negate or otherwise affect the obligations of users to abide by the terms of this policy and to refrain from accessing such inappropriate materials. No technology is guaranteed to be error-free or totally dependable, nor is it safe when used irresponsibly.

Section 3. Privileges and Responsibilities

The District's electronic network is part of the curriculum and is not a public forum for general use. Student users may access technology for only educational purposes. The actions of student users accessing networks through the District reflect on the School District; therefore, student users must conduct themselves accordingly by exercising good judgment and complying with this policy and any accompanying administrative regulations and guidelines. Students are responsible for their behavior and communications using the District's computers and networks.

Student users of technology shall:

- Use or access District technology only for educational purposes
- Comply with copyright laws and software licensing agreements
- Understand that email and network files are not private. Network administrators may review files and communications to maintain system integrity and monitor responsible student use.
- Respect the privacy rights of others.
- Be responsible at all times for the proper use of technology, including proper use of access privileges, complying with all required system security identification codes, and not sharing any codes or passwords.
- Maintain the integrity of technological resources from potentially damaging messages, physical abuse, or viruses.
- Abide by the policies and procedures of networks and systems linked by technology.
- Participate every year in Cyber Safety curriculum that includes Internet safety, appropriate online behavior and cyberbullying.

Student users of technology shall not:

- Access, download, create, send or display offensive messages or pictures.
- Use harassing, offensive, obscene or defamatory language.
- Harass or attack others;
- Vandalize or damage computer equipment, systems, networks, hardware, software, data or programs;
- Knowingly spread computer viruses;
- Violate copyright laws or software licensing agreements;
- Use others' passwords or accounts;
- Misrepresent themselves or others;
- Trespass in others' folders, work, or files, or gain unauthorized access to resource or entities;
- Reveal their personal address or phone number, or those of other users;
- Use District technology for non-school purposes or personal financial gain or to access or attempt to access restricted websites or other information unrelated to the curriculum and educational purposes of the school; and
- Use technology for any illegal purpose or activity.

Students may access the networks and technology resources only after submitting a signed Acceptable Use of Technology Consent Form. Parent or guardian permission is also required for minors.

Section 4. Google Apps for Education Accounts

Okeechobee County School Board provides students with Google Apps for Education accounts. Google Apps for Education includes free, web-based programs like email, document creation tools, shared calendars, and collaboration tools. This service is available through an agreement between Google and Okeechobee County School Board. Google Apps for Education runs on an Internet domain purchased and owned by the district and is intended for educational use. Your student's teachers will be using Google Apps for lessons, assignments, and communication. Google Apps for Education is also available at home, the library, or anywhere with Internet access. School staff will monitor student use of Apps when students are at school. Students are responsible for their own behavior at all times.

Section 5. COPPA Compliance

Dear Parents of school-aged children under the age of 13:

In order for schools within the Okeechobee County School Board (OCSB) to continue to be able to provide your student with the most effective web-based tools and applications for learning, they need to abide by federal regulations that require a parental signature as outlined below.

Our district utilizes several computer software applications and web-based services, operated not by this school, but by third parties. These include Google Apps for Education (GAFE), Prezi, Animoto, NearPod, and similar educational programs. A complete list of the programs with the privacy policy for each can be found on the Okeechobee County School Board website located under the Technology Department.

In order for our students to use these programs and services, certain personal identifying information generally the student's name and email address must be provided to the website operator. Your student will receive a Google email account to participate in the Google Apps for Education program used by OCSB. Under federal law entitled the *Children's Online Privacy Protection Act* (COPPA), these websites must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. For more information on COPPA, please visit <https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions>

The law permits schools such as ours to consent to the collection of personal information on behalf of all of its students, thereby eliminating the need for individual parental consent given directly to the website operator.

Section 6. Disciplinary Actions

Violations of this policy, or any administrative regulations and guidelines governing the use of technology, may result in disciplinary action which could include loss of network access, loss of technology use, suspension or expulsion, payment for cost of damages or other appropriate disciplinary action. Violations of local, state or federal law may subject students to prosecution by appropriate law enforcement authorities.

Section 7. No Expectation of Privacy

The District's electronic network is part of the curriculum and is not a public forum for general use. Users should not expect that email or files stored on District servers will be private. The District reserves the right to log technology use, to monitor fileserver space utilization by users, and to examine users' files and materials as needed, and at its discretion. Users must recognize that there is no assurance of confidentiality with respect to access to transmissions and files by persons outside, or from persons inside the District.

NOTE: A student may possess a **wireless communication device** (cell phone, etc.) while the student is on school property or in attendance at a school function.

However, such devices shall be turned off and shall not be used or displayed during the regular school day unless there is an established plan at the school site.

Students may use a cell phone on a school bus under the conditions set forth in the School Bus Rules section of this Code. Students are subject to additional school disciplinary action and criminal penalties if the device is used in a criminal act.

NOTE: Cell phones and other electronic devices are costly pieces of equipment. As with other personal property, the school district cannot be responsible for theft or damage to a cell phone. **Students who bring cell phones and other electronic devices assume all the risk associated with the theft or damage to such device.**

Extraordinary steps cannot be taken to search for or return missing items, or to investigate their theft or damage. Any phone or electronic device found on the bus or collected by the driver will be returned to a school administrator the next time the driver is regularly scheduled to return.

GLOSSARY

Aggressor – The person who attacks first or with such aggression as to be determined extreme. The aggressor may be assigned a more severe consequence.

Educational Component- is an instructive piece of a program or materials which has informative value related to the curriculum

Florida Statute (F.S.) – Laws governing the State of Florida are called Statutes. Statutes are written and approved by the legislature. There are several references to Florida Statutes in the Code.

They may be accessed [by clicking this link](#)

Health Care Plan – A plan for students who have health care issues that allows for inclusion into an educational setting while safeguarding their health. It includes a plan for services with input from doctors, parents, health services personnel and school staff. A student must have a health care plan on file in the school health clinic prior to carrying doctor prescribed medication of any kind. Failure to have a health care plan in place prior to carrying prescription medication may result in a disciplinary action.

Minimum Consequences - The absolute least punishment that can be administered for an offense. Based on conditions surrounding the disciplinary incident, the principal or his/her designee may assign a more severe penalty for the code violation.

Principal's Discretion – The authority of the principal to decide what the best consequence should be to change an unwanted behavior.

Progressive Discipline – The severity of the consequence should increase every time the incident occurs. If a detention did not keep the student from showing disrespect, the consequence for the second offense should be more than a detention.

Restitution – Reimbursement for loss. In the event that a student damages the property of another or the Okeechobee County School Board, the student shall pay for the repair, replacement or value of the property.

Ripple Effects- Is a digital suite of student interventions, planning and assessment tools. Ripple Effects provides culturally relevant lessons to develop social-emotional strengths, correct behavior and address underlying risk factors for grades PreK-12. The Ripple Effects content can be personalized by topic to meet individual student needs.

School Service Work - A few examples are: cleaning student desks, picking up trash on school grounds, pulling weeds, scraping gum from walkways, etc.

Self Defense – Blocking a punch thrown by another, holding your hands in front of you to avoid being hit and yelling for help are acceptable methods of self-defense. Self-defense is not hitting back with the intent to harm.

SESIR – School Environmental Safety Incident Reporting – A uniform set of code violation definitions for school districts to use so that comparisons can be made across the state. SESIR offenses must be reported to the Florida Department of Education and most must be reported to law enforcement.

Definitions of Local Infractions

Abusive Language/Profanity/Gestures - AB Verbal or gestured messages that include swearing, name calling, or use of words or gestures in an inappropriate way, verbal aggression, lower level threats not meeting the SESIR definition of Threat and Intimidation.

Accepted Use Policy Violation - AU The inappropriate use of computers, resources, electronic networks, or calculators that violates the Acceptable Use Policy for Network Access (File: EHAA): hacking into or accessing or breaking into restricted accounts or networks; modifying, or destroying files without permission; illegally copying software; and, entering, accessing, viewing, distributing, or printing inappropriate/unauthorized files, programs, pornographic sites, or sites advocating hate or violence.

Auto Violation - AV Unsafe operation of a vehicle on school property, failure to follow parking rules, failure to obtain a parking permit.

Behavior Contract Violation - BC Student violates individualized behavior contract intended to improve student's behavior.

Continuation of Minor Infractions - CM Student has worked through individual teacher/team discipline plan.

Contraband Possession/Use - CO Potentially harmful objects, including but not limited to cigarette lighters, lighter fluid, laser pointers, fireworks, unauthorized materials, substances objects and common pocket knife not defined as a weapon.

Disrupt/Disrespect/Disobedient - DD Behavior causing an interruption in a class or activity, conduct or behavior that lacks regard, civility, politeness, and/or courteous consideration for a person.

Defiance/Insubordination - DI Flagrant or hostile challenge of the authority of a school staff member, bus driver, or any other adult, interference or refusing to accept school authority.

Electronic Devices, Possession/Use - ED To possess/use any electronic device, including but not limited to pager, tape/CD players, laser pointers, etc. during the school day, on the school bus, and during school functions/activities, unless approval is given by principal or designee.

Forgery/Theft/Possession of Stolen Property - TF Student is in possession of, having passed on, or is responsible for removing someone else's property or has signed a person's name without that person's permission. If the item's value is \$300 or more, code as Larceny/Theft – ST.

Miscellaneous Minor Offense - MM Student infractions of a lesser degree needing intervention.

Obscene and/or Inappropriate Materials, Possession, Production and/or Distribution - IM The possession, production, and/or distribution of written language, electronic messages, pictures and objects that are considered to be offensive, socially unacceptable, or not suitable for an educational setting.

Property Damage – PD Student deliberately impairs the usefulness of property. If the damage is \$1,000 or more, code as Vandalism – VA

Restraint/Seclusion-RS

Restraint is an emergency intervention sometimes used in schools when students are exhibiting disruptive or dangerous behavior. Restraint is not an instructional tool for the development of pro-social behavior. Rather, it is one method to prevent students from harming themselves or others. It should only be used in emergency situations when

an imminent risk of serious injury or death to the student or others exists.

Seclusion is an emergency intervention sometimes used in schools when students are exhibiting disruptive or dangerous behavior. Seclusion is not an instructional tool for the development of pro-social behavior. Rather, it is one method to prevent students from harming themselves or others. It should only be used in emergency situations when an imminent risk of serious injury or death to the student or others exists.

Tardiness - TD Student is late to school or class.

Unsubstantiated Bullying Perpetrator - UBP After a complete investigation, the investigator determines there is not enough evidence to substantiate an act of bullying against this student. The student was falsely accused of committing an act of bullying.

Unsubstantiated Bullying Victim - UBV After a complete investigation, the investigator determines there is not enough evidence to substantiate this student's claim of bullying.

Unsubstantiated Harassment Perpetrator - UHP After a complete investigation, the investigator determines there is not enough evidence to substantiate harassment against this student. The student was falsely accused of committing an act of harassment.

Unsubstantiated Harassment Victim - UHV After a complete investigation, the investigator determines that there is not enough evidence to substantiate this student's claim of harassment.

Please complete and return this form to your child's school.

Notice of Receipt
Code of Student Conduct, Photo Release
Acceptable Use Policy Contract

Student's Name (Please Print)

Grade

Homeroom Teacher

Date

STUDENT AGREEMENT:

I have read, understand and will abide by the Terms and Conditions of the Okeechobee County School Board Acceptable Use Policy. I further understand that Internet access is a privilege designed solely for educational purposes and any violation may result in losing my access privileges, school disciplinary actions and/or appropriate legal action initiated against me.

Yes No

I have read, understand and will abide by the Code of Student Conduct.

Yes No

Student Signature: _____

Date: _____

PARENT OR GUARDIAN AGREEMENT:

As the parent or guardian of this student, I have read and understand the Terms and Conditions of the Okeechobee County School Board Acceptable use Policy. I understand that this access is designed solely for educational purposes, and the Okeechobee County School Board has taken reasonable precautions to supervise network usage. However, I also recognize that it is impossible for the District to restrict unsupervised access to all information and materials, and I will not hold it responsible for materials acquired on the network. I also accept full responsibility for supervision of my child in connection with such network access outside of the school setting and at home.

Yes No

34 C.F.R. § 99.37(d) provides that an educational institution may, without authorization from parents, guardians, or eligible students, release "Directory Information". Directory information includes the following: Student's name, address, telephone listing if not an unlisted number, date and place of birth, a major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, most recent educational institution attended by student, photographs in the school year book and similar information.

In addition, Okeechobee County School Board includes photos and videos of students, teachers, and school activities on its websites. Website content will be limited to "Directory information."

As the parent or guardian I give permission for the District to publish my child's Directory Information as defined above.

Yes No

Parent's Signature: _____ **Date:** _____

TO: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: ADVERTISEMENT FOR TEXTBOOK ADOPTION
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve advertisement of these materials under review for textbook adoption for the District:

<u>Publisher</u>	<u>Text</u>	<u>Course Title</u>	<u>Course Code</u>	<u>Grades</u>	<u>Website Preview</u>
Goodheart-Willcox, Inc.	Introduction to Anatomy and Physiology Second Edition	Health Science Anatomy & Physiology	8417100	9-12	http://www.g-wonlinetextbooks.com Username: okee2020 Password: okeep
Cengage Learning	Residential Construction Academy: Basic Principles for Construction Fifth Edition	Building Construction 1	8720310	9-12	Go to http://online.vitalsource.com Username: mccoyp@okee.k12.fl.us Password: OkeeBuild!
Cengage Learning	Residential Construction Academy: Facilities Maintenance: Maintaining, Repairing, and Remodeling, Third Edition	Building Construction 4 & 5	8720340 8720350	9-12	Go to http://online.vitalsource.com Username: mccoyp@okee.k12.fl.us Password: OkeeBuild!
Cengage Learning	Residential Construction Academy: Carpentry, Fifth Edition	Building Construction 2 & 3	8720320 8720330	9-12	Go to http://online.vitalsource.com Username: mccoyp@okee.k12.fl.us Password: OkeeBuild!

RECOMMENDED BY:


 Ken Kenworthy
 Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **CONTRACT FOR LEGAL SERVICES FOR 2020-21**
DATE: June 9, 2020

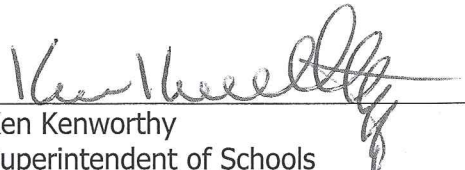
RECOMMENDATION:

That the Board approve a contract with Conely & Conely, P.A. for legal services to the Board for the 2020-21 fiscal year.

BACKGROUND INFORMATION:

This is a renewal contract. The contract is included in Board member agendas and is available upon request from the Superintendent's office.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: APPOINTMENT OF BOARD MEMBER AND CITIZEN MEMBER TO VALUE ADJUSTMENT BOARD
DATE: June 9, 2020

RECOMMENDATION:

That the Board appoint one (1) member, one (1) citizen member, and alternates for both to serve on the County Value Adjustment Board.

BACKGROUND INFORMATION:

Last year's appointees were:

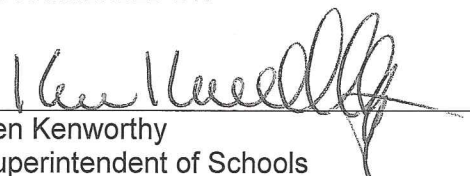
Melisa Jahner - School Board Member
Amanda Riedel - Alternate School Board Member

Michael Sumner - Citizen Appointee
Anita Nunez - Alternate Citizen Appointee

The Citizen Appointee and Alternate Citizen Appointee have confirmed that they are willing to serve on the Value Adjustment Board for the coming year if appointed.

The Value Adjustment Board meeting dates will be announced at a later date. The organizational meeting normally occurs in July.

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: APPLICATION HOSTING AGREEMENT WITH RENAISSANCE LEARNING, INC.
DATE: June 09, 2020

RECOMMENDATION:

That the Board approve an Application Hosting Agreement with Renaissance Learning, Inc. for all Elementary schools for \$27,760.33.

BACKGROUND INFORMATION:

This agreement covers the use of a web-based application to support the Accelerated Reader Enterprise Subscription for all Elementary Schools. Title I, Part A, Project 4031 funding will cover the expense of the agreement. This agreement is included in Board member agendas and is available upon request in the Superintendent's Office.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: OKEECHOBEE TSL GRANT 2020
DATE: June 9, 2020

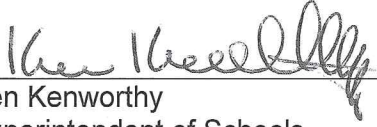
RECOMMENDATION:

That the Board approve the Okeechobee TSL Grant 2020 application.

BACKGROUND INFORMATION:

The Teacher School Leader Incentive Grant will include development of a new Human Capital Management System encompassing a performance based compensation system. The three year federal grant requires a 50% match and funds will be used for systems training, a research based evaluation, stipends for peer reviewers, student perception surveys, and incentives for microcredentialing for teachers and school leaders. Procedures and items impacting terms and conditions of employment will be negotiated upon grant approval. The abstract and budget are included in the Board member agendas and the entire grant application is available upon request from the Office of the Superintendent.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: NEWSLA SUBSCRIPTION
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve a standard subscription to Newsela Pro for the 2020-21 school year at both middle schools. Newsela is an instructional content platform that provides vibrant digital reading for all subject areas. Middle school licenses cost \$15,800.00 for the 2020-2021 school year.

BACKGROUND INFORMATION:

Funding for this subscription is from Title IV, Part A - #4050.

All professional development shall comply with provisions in the negotiated personnel contracts.

A copy of the agreement is included in Board member agendas and is available upon request in the office of the Assistant Superintendent for Instructional Services.

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: STANDARD PURCHASE OF ACALETICS MATERIAL
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve a Standard Purchase of Acaletics workbooks for elementary students grades 3 through 5. Acaletics is a supplemental mathematics program that builds math fact fluency.

BACKGROUND INFORMATION:

Funding for the Acaletics purchase will come from Title I, Part A - #4031.

All professional development shall comply with provisions in the negotiated personnel contracts.

A copy of this purchase agreement is included in Board member agendas and is available upon request in the Office of Grants & Special Programs.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **AFFILIATION AGREEMENT WITH THE UNIVERSITY OF NORTH FLORIDA**
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve the 2020-2021 Affiliation Agreement with the University of North Florida for the benefits of its College of Education and Human Services.

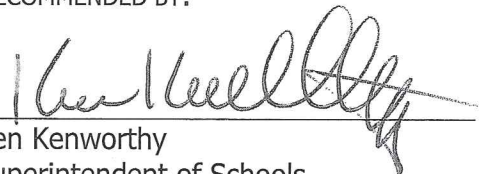
BACKGROUND INFORMATION:

This is a new agreement effective May 1, 2020, to provide teacher preparation programs and other educator development programs that require a combination of coursework and field and clinical experience including:

- Teacher Education Programs
- School Counseling Program
- School Leadership Program
- Interpreting Program

A copy of the agreement is included in Board member agendas and is available upon request from the Office of the Director of Human Resources.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: CHANGE ORDERS AND FINAL INVOICING FROM PROPERTY RENOVATION, LLC OF FLORIDA, CENTRAL ELEMENTARY ROOFING PROJECT
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve these Change Orders from Property Renovation, LLC of Florida for Central Elementary Roofing Project completion. The net change order is in the amount of \$28,986.00

BACKGROUND INFORMATION:

Due to the following language specified in the original contract for wood materials, per lineal foot and the labor to install those materials

- \$34,792.00 Change Order - Jan 16 addt'l labor/material (page 2 of the invoice item numbers 12-22)
- \$19,074.00 Change Order - Mar 23 addt'l labor/material (page 3 of the invoice item numbers 26-38)
- -\$25,500.00 Delete Change Order #3 – work not performed (page 3 of the invoice item number 40)
- \$4,470.00 Change Order - April 21 addt'l labor/material (page 3 of the invoice item numbers 42-46)
- -\$3,850.00 Deductive Change Order – Sod & Miscellaneous items (page 3 of the invoice item numbers 48-49)

The invoice with applicable changes are included in Board member agendas. All documentation is available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **PROJECT AGREEMENT WITH REMNANT CONSTRUCTION, LLC FOR OSCEOLA MIDDLE SCHOOL SINGLE POINT-OF-ENTRY CONSTRUCTION**

DATE: June 9, 2020

RECOMMENDATION:

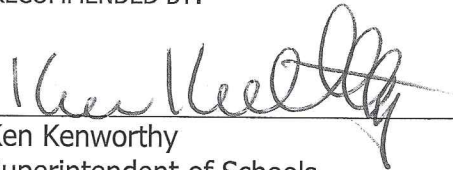
That the Board approve a Project Agreement, including GMP, with Remnant Construction, LLC for Single Point-of-Entry Construction at Osceola Middle School at the cost of \$36,751.66.

BACKGROUND INFORMATION:

This is a Continuing Construction Management Agreement with Remnant Construction, LLC, Board approved on April 9, 2019 and continuing through April 8, 2022. This construction project will include provision and installation of new framed drywall partitions, new solid core wood doors with light kits, frames and electrified panic hardware including all required associated electrical modifications.

The Project Agreement is included in Board member agendas and available in the office of the Director of Operations.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

TO: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **PROJECT AGREEMENT WITH REMNANT CONSTRUCTION, LLC FOR YEARLING MIDDLE SCHOOL SINGLE POINT-OF-ENTRY CONSTRUCTION**

DATE: June 9, 2020

RECOMMENDATION:

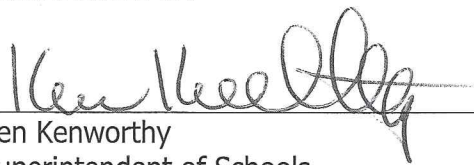
That the Board approve a Project Agreement , including GMP, with Remnant Construction, LLC for Single Point-of-Entry Construction at Yearling Middle School at the cost of \$27,713.87.

BACKGROUND INFORMATION:

This is a Continuing Construction Management Agreement with Remnant Construction, LLC., Board approved on April 9, 2019 and continuing through April 8, 2022. This construction project will include provision and installation of new storefront doors and windows with impact glass and electrified panic hardware including all required associated electrical modifications.

The Project Agreement is included in Board member agendas and available in the office of the Director of Operations.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **PROJECT AGREEMENT WITH REMNANT CONSTRUCTION, LLC FOR OKEECHOBEE FRESHMAN CAMPUS DOOR REPLACEMENT PROJECT**
DATE: June 9, 2020

RECOMMENDATION:

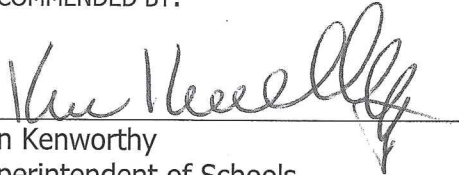
That the Board approve a Project Agreement , including GMP, with Remnant Construction, LLC for a Door Replacement Project at Okeechobee Freshman Campus at the cost of \$58,287.38.

BACKGROUND INFORMATION:

This is a Continuing Construction Management Agreement with Remnant Construction, LLC., Board approved on April 9, 2019 and continuing through April 8, 2022. This construction project will include installation doors and frames.

The Project Agreement is included in Board member agendas and available in the office of the Director of Operations.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **PROJECT AGREEMENT WITH REMNANT CONSTRUCTION, LLC FOR EVERGLADES
ELEMENTARY SCHOOL DOOR REPLACEMENT PROJECT**

DATE: June 9, 2020

RECOMMENDATION:

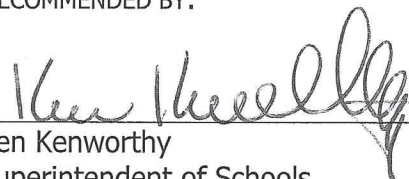
That the Board approve a Project Agreement , including GMP, with Remnant Construction, LLC for a Door Replacement Project at Everglades Elementary School at the cost of \$41,002.44.

BACKGROUND INFORMATION:

This is a Continuing Construction Management Agreement with Remnant Construction, LLC., Board approved on April 9, 2019 and continuing through April 8, 2022. This construction project will include installation doors and frames.

The Project Agreement is included in Board member agendas and available in the office of the Director of Operations.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **WORK AUTHORIZATION NO.001 FOR ARCHITECTURAL/ENGINEERING SERVICES WITH DONADIO AND ASSOCIATES ARCHITECT, P.A.**
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve a Work Authorization for Repairs, Renovations and Existing Board Room Expansion at the Administration Building from Donadio and Associates Architect, P.A. Project #30390 in the amount of \$25,945.00.

BACKGROUND INFORMATION:

There is a continued agreement with Donadio and Associates Architect, P.A. for Professional Architectural Services; Board approved on December 10, 2019 through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

The Work Authorization and project information are included in Board member agendas. All documentation is available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **WORK AUTHORIZATION No.002 FOR ARCHITECTURAL/ENGINEERING SERVICES WITH DONADIO AND ASSOCIATES, P.A.**

DATE: June 9, 2020

RECOMMENDATION:

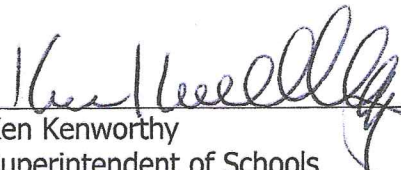
That the Board approve a Work Authorization for Architectural/Engineering Services for Repairs and Renovations to the Exterior of the Okeechobee County School Board Administration Building submitted by Donadio and Associates Architect, P.A., Project #30040, in the amount of \$44,900.00.

BACKGROUND INFORMATION:

There is a current agreement with Donadio and Associates Architect, P.A. for Professional Architectural Services; Board approved on December 10, 2019 through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

The Work Authorization and project information are included in Board member agendas. All documentation is available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

TO: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **CORE CONSTRUCTION SERVICES OF FLORIDA, LLC FOR PHASE I RENOVATIONS AT YEARLING MIDDLE SCHOOL**
DATE: June 9, 2020

RECOMMENDATION:

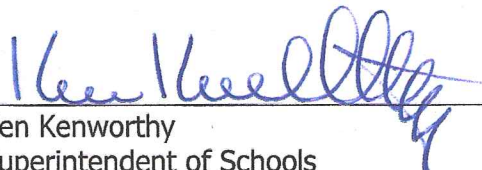
That the Board approve a Renovation Proposal with CORE Construction Services of Florida, LLC. with a Guarantee Maximum Price of \$311,974.48 for renovations, Phase I, at Yearling Middle School.

BACKGROUND INFORMATION:

This is a Continued Construction Management Agreement with CORE Construction Services of Florida, LLC., Board approved on April 9, 2019 and continuing through April 8, 2022. The Phase I Renovation Proposal includes; demolition, roofing, mechanical, electrical, fire safety and plumbing plans for Administration and Lab Renovations. Phase I renovations will be in the old Home Economics Pod#900, rooms 009B and 009C. The main entry will be relocated, the entire interior demolished, three new rooms created and new HVAC ductwork will be installed.

The Proposal, GMP, and Bid Documents are included in Board member agendas. All documents are available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: APPOINTMENT OF ASSISTANT PRINCIPAL AND DISTRICT ADMINISTRATOR
DATE: June 9, 2020

RECOMMENDATION:

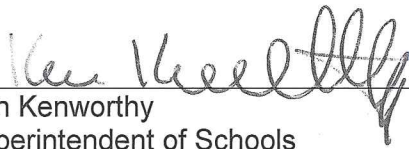
That the following Assistant Principal be appointed for the 2020-2021 fiscal year:

<u>Name</u>	<u>Position</u>
Norman, Christina	Assistant Principal, Okeechobee High School

That the following District Administrator be appointed for the 2020-2021 fiscal year:

<u>Name</u>	<u>Position</u>
Siler-Dobbs, Heather	Director of Grants and Special Programs

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

TO: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **APPOINTMENT OF INSTRUCTIONAL PERSONNEL HOLDING TEMPORARY CERTIFICATIONS THROUGH DECEMBER 31, 2020**
DATE: June 9, 2020

RECOMMENDATION :

That the following Instructional Personnel holding Temporary Educator Certification expiring June 30, 2020, be appointed through December 31, 2020:

Everglades Elementary School

Brinson, Cynthia Ann

North Elementary School

Nolte, Kristen Lee

Yearling Middle School

Close, Byron Gregory

Lefevre, Heidi Jo Ann

Okeechobee High School

Carrier, Brittany Michelle

BACKGROUND INFORMATION:

On May 13, 2020, Commissioner Richard Corcoran signed DOE Order No. 2020-EO-02. This order, in part, suspended the Section 1012.56(7), Florida Statutes, extending Professional and Temporary Educator Certificates expiring June 30, 2020 to December 31, 2020.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **APPOINTMENT OF INSTRUCTIONAL PERSONNEL ON ANNUAL CONTRACT**

DATE: June 9, 2020

RECOMMENDATION:

That the following Instructional Personnel be appointed for the 2020-2021 school year on Annual Contract:

Everglades Elementary School

Beigle, Jeffrey G.
Chamberlain, Bobbie Jean

North Elementary School

Keller, Elaine

Seminole Elementary School

Maes, Danielle

South Elementary School

Murphy, Dawn Suzette
Robincheck, Kristi Leigh

Osceola Middle School

Blevens II, Robert Lawrence
Ellis, Robert P.

Yearling Middle School

De La Cruz, Mariela Yolanda

OHS/Freshman Campus

Burnham, Jamie Marie

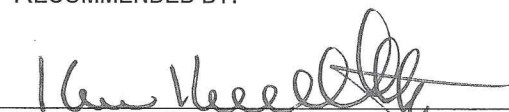
Okeechobee High School

Anderson, Jason Matthew

Okeechobee Youth Treatment Center

Navarrete, Jose G.

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

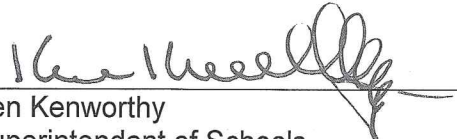
To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **APPOINTMENT OF MANAGERIAL PERSONNEL 2019-20**
DATE: June 9, 2020

RECOMMENDATION:

That the following Managerial Personnel be appointed for the 2019-2020 fiscal year:

Food Service Managers	
Name	Center
Olmsted, Grace M.	Everglades Elementary School

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

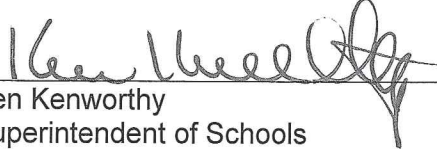
TO: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **APPOINTMENT OF MANAGERIAL PERSONNEL 2020-21**
DATE: June 9, 2020

RECOMMENDATION:

That the following Managerial Personnel be appointed for the 2020-2021 fiscal year:

Food Service Managers	
<u>Name</u>	<u>Center</u>
Olmsted, Grace M.	Everglades Elementary School
Rhuda, Jimmie Jeneane	Seminole Elementary School

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **REAPPOINTMENT OF INSTRUCTIONAL PERSONNEL ON PROFESSIONAL SERVICES CONTRACT**

DATE: June 9, 2020

RECOMMENDATION:

That the following Instructional Personnel be reappointed for the 2020-2021 school year on Professional Services Contract:

Everglades Elementary School

Lewis, Christal June

South Elementary School

King, Brian G.

Osceola Middle School

Causier, Tami L.

Yearling Middle School

Van Ness, Regan L.

Okeechobee High School

Carrier, Karen

Leidy, James C.

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: REAPPOINTMENT OF NON-INSTRUCTIONAL PERSONNEL

DATE: June 9, 2020

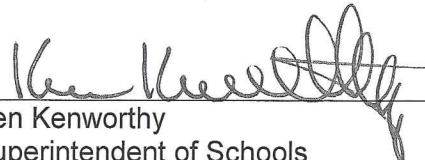
RECOMMENDATION:

That the following Non-Instructional personnel be reappointed for the 2020-2021 school year:

Okeechobee Achievement Academy

Brown, Meagon Nicole– Paraprofessional ESE, Ages 6-21

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **WAIVER FOR OUT-OF-FIELD REQUIREMENTS**
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve the request for a waiver for out-of-field requirements for the teachers listed below:

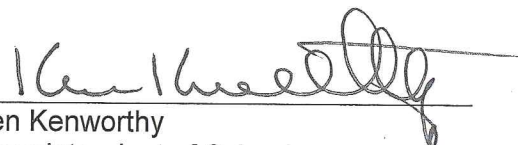
Name	Certification Number	OOF Assignment Level	Subject of OOF Assignment
Ayers, Marnie	0001042426	Grades 5-9	English
Buchanan, Kelly Marie	0001240522	Grades 6-12	Mathematics
Burford, Dawn Denise	0001409029	Grades K-12	Exceptional Student Education
Campbell, Corinna Marie	0001401021	Grades 5-9	English
Cottage, Jennifer Nicole	0001347296	Grades 5-9	Middle Grades General Science
De La Cruz, Mariela	0001300848	Endorsement	Gifted
Drayton, Lorenzo	0001074874	Grades 5-9	Middle Grades General Science
Drayton, Lorenzo	0001074874	Grades 6-12	Biology
Entwistle, Joseph	0001038261	Grades K-12	Physical Education
Entwistle, Joseph	0001038261	Grades 6-12	Social Science
Farless, Catherine Melissa	0000778042	Grades 6-12	English
Gold, Vickie Lynn	0001281275	Age 3 - Grade 3	Pre-K/Primary Education
Gold, Vickie Lynn	0001281275	Grades K-12	Exceptional Student Education
Hall, Jeffrey M	0001030239	Grades K-6	Elementary Education
Hotmire, Darren Andrew	0001048571	Grades 5-9	Middle Grades General Science
Hudson, Pamela J	0000514885	Grades K-12	Exceptional Student Education
Jolly, Kiera Alison	0001370284	Grades 5-9	Mathematics
Keaton, John	0001312034	Endorsement	Reading
King, Brian G.	0000835558	Grades K-12	Music
Knight, Jennifer Lynn	0001384329	Grades K-6	Elementary Education
Letcher, Cynthia C	0000768949	Endorsement	Gifted
Levins, Thomas Cecil	0001401103	Grades 5-9	English
Mayernik, Allen Jason	0001026827	Endorsement	Gifted
McNeil, La'Ike	0001246479	Grades 6-12	Social Science
Myers, Jeanne Marie	0001405221	Grades K-6	Elementary Education
Reister, Ryan Joseph	0001411533	Grades K-12	Exceptional Student Education
Ross, Amy Louise	0001388899	Grades 5-9	Mathematics
Schrock, Jonathan Paul	0001388709	Grades 5-9	English
Shockley, Sherman	0001266124	Grades 6-12	English
Shockley, Sherman	0001266124	Grades K-12	Exceptional Student Education
Sickels, Shelly Madray	0000820554	Grades K-6	Elementary Education

Name	Certification Number	OOF Assignment Level	Subject of OOF Assignment
Syples, Kimberly	0001016874	Endorsement	Reading
Szary, Michael S	0001395458	Grades K-12	Exceptional Student Education
Todd, Ana Carmelina	0001237750	Grades K-6	Elementary Education
Tremain, Maurisa Nicole	0001279846	Grades 5-9	English
Winn, Lynn Ann	0000596276	Endorsement	Reading
Winner-Manson, Erica	0000800055	Endorsement	Gifted

BACKGROUND:

Under Rule 6A-1.0503, Definition of Qualified Instructional Personnel, we request that the Board approve to waive the out-of-field requirements for a period of one (1) year on a one-time basis for the teachers identified in the above list. The extenuating circumstances surrounding the COVID-19 pandemic have created a hardship for teachers to complete the required compliance to maintain the out-of-field assignment during the 2020-2021 school year.

RECOMMENDED BY:


 Ken Kenworthy
 Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **EMPLOYMENT OF PERSONNEL**
DATE: June 9, 2020

RECOMMENDATION:

That the following personnel be employed:

<u>Name</u>	<u>Position</u>	<u>School or Center</u>	<u>Effective Date</u>
Bennett, Merri Kay	Teacher, 8 th Grade Math	Yearling Middle School	07/30/2020
Berry, Janine	Food Service, 6 HR	South Elementary School	08/03/2020
Faircloth, Alexandria	Teacher, 2 nd Grade	Everglades Elementary School	07/30/2020
Gagliano, Jennifer	Teacher, 4 th Grade	North Elementary School	07/30/2020
LeClair, Sarah	Secretary, ESE	Exceptional Student Education	06/01/2020
Suarez, Jose	Teacher, Math-Senior High	OHS/OFC	07/30/2020

RECOMMENDED BY:


Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: RESIGNATION, TERMINATION, AND SUSPENSION OF EMPLOYMENT
DATE: June 9, 2020


RECOMMENDATION:

That resignations for the following personnel be accepted:

Name	Position	School or Center	Effective Date
Catron, Savannah	Teacher, Fifth Grade	North Elementary School	06/01/2020
Estrada, Johnny	Teacher, Fifth Grade	Everglades Elementary School	06/01/2020
Fraser, Chelsea	Teacher, Fourth Grade	North Elementary School	06/01/2020
Giles, Rebecca	Paraprofessional, ESE, Ages 6-21	South Elementary School	06/01/2020
Rhoden, Deann	Teacher, Kindergarten	Everglades Elementary School	06/01/2020
Sanders, Michelle	Teacher, Second Grade	North Elementary School	06/01/2020
Sheppard, Melissa Retirement	Bus Driver, 6 HR	Transportation Department	05/29/2020
Stephens, Katie	Teacher, Kindergarten	South Elementary School	06/01/2020
Swant, Erica	School Secretary	Okeechobee High School	05/27/2020
Taylor, Devon	Teacher, Third Grade	Everglades Elementary School	06/01/2020

That Sarah Infante, Paraprofessional, ESOL/ELL, Osceola Middle School, be terminated as a probationary employee effective May 4, 2020.

Recommended By:


 Ken Kenworthy
 Superintendent of Schools


To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: LEAVE REQUESTS
DATE: June 9, 2020

RECOMMENDATION:

That the following leaves of absence be approved:

<u>Name</u>	<u>School</u>	<u>Leave Type</u>	<u>From</u>	<u>Through</u>
Julian, Chan	Okeechobee Freshman Campus	Short Term	05/08/2020 - 05/18/2020 Total not to exceed 60 days	
Lawson, Parlene	Osceola Middle School	Short Term	04/20/2020 – 05/29/2020 Total not to exceed 60 days	
Lewis-Cooper, Aisha	Transportation	Short Term	04/20/2020 – 05/28/2020 Total not to exceed 60 days	
McGee, Karen	Osceola Middle School	Short Term	05/01/2020 - 06/01/2020 Total not to exceed 60 days	
Mendez, Carri	Okeechobee High School	Short Term	05/15/2020 - 10/08/2020 Total not to exceed 60 days	
Moody, Amanda	Transportation	Short Term	04/20/2020-05/28/2020 Total not to exceed 60 days	
Yates, Amanda	Osceola Middle School	Short Term	04/20/2020 – 05/29/2020 Total not to exceed 60 days	

RECOMMENDED BY:


 Ken Kenworthy
 Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **TRANSFER OF PERSONNEL**
DATE: June 9, 2020

RECOMMENDATION:

That the following personnel transfers be approved:

<u>Name</u>	<u>Transfer From</u>	<u>Transfer To</u>	<u>Effective Date</u>
Ferguson, Cecelia	Paraprofessional, ESOL/ELL Okeechobee High School	Paraprofessional, ESOL/ELL Seminole Elementary School	08/03/2020
Hubbard, Jennifer	Food Service, 6 HR Okeechobee Achievement Academy	Food Service, 6 HR Seminole Elementary School	08/03/2020
Reister, Ryan	Teacher, VE (Inclusion) Osceola Middle School	Teacher, Music South Elementary School	08/03/2020
Ross, Amy	Teacher, Math-Elem Osceola Middle School	Teacher, 4 th Grade North Elementary School	08/03/2020
Striebel, Myranda	Teacher, 1 st Grade Central Elementary School	Teacher, 1 st Grade (.5 days) Teacher, Reading/Math Coach (.5 days) North Elementary School	08/03/2020
Thomas, Tammy	Teacher, 2 nd Grade South Elementary School	Teacher, 3 rd Grade North Elementary School	08/03/2020
Winner-Manson, Richonda	Teacher, Science-M/J Osceola Middle School	Teacher, Intervention Specialist Okeechobee Achievement Academy	08/03/2020

RECOMMENDED BY:


 Ken Kenworthy
 Superintendent of Schools

To: The Okeechobee County School Board
From: Ken Kenworthy, Superintendent of Schools
SUBJECT: **Payments to Personnel**
DATE: June 09, 2020

RECOMMENDATION:

That the Board approve the following payments to personnel:

<u>Name/Group</u>	<u>Purpose</u>	<u>Rate of Pay</u>	<u>Time Period Maximum</u>	<u>Funding Source</u>
Casey, Mary	ESOL Endorsement – 300 Hours	\$1,000.00	06/06/19-04/19/20	#1037 – ESOL Training
Adams, Hollie	ESOL Endorsement - 300 Hours	\$1,000.00	02/03/19-04/19/20	#1037—ESOL Training
Alvarez, Lara	Reading Endorsement – 300 Hours	\$1,300.00	03/24/19-03/29/20	#10390– Reading Training
Coleman, Cristen	Reading Endorsement – 300 Hours	\$1,300.00	9/15/19-5/12/20	#10390—Reading Training
Johns, Janelle	Reading Endorsement – 300 Hours	\$1,300.00	6/23/19-5/12/20	#10390—Reading Training
Rhoden, Deann	ESOL Endorsement - 300 Hours	\$1,000.00	06/01/18-04/19/20	#1037—ESOL Training
Smith, Colleen	Reading Endorsement - 300 Hours	\$1,300.00	3/23/19-5/12/20	#10390 – Reading Training

Correction from Payments to Personnel Board Approved March 10, 2020:

1 Health Aide	Clinic @ OMS	\$12.00 Per Hour	5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1052—PSF
1 Health Aide	Clinic @ OHS	\$12.00 Per Hour	5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1052—PSF
1 Interpreter	Migrant Summer Camp @ OMS (if needed)	\$12.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#4017—Title 1 Migrant
1-6 Migrant Advocates	Migrant Summer Camp Drama @ OHSOMS	\$12.00 Per Hour	8 Hours Per Day M-Th 6/28/20-6/25/20 6/1/20 & 6/26/20 Work Days	#4017 – Title 1 Migrant
1 Paraprofessional	Middle School Course Recovery @ OMS*	\$12.00 Per Hour	5.54 Hours Per Day M-Th 6/28/20-6/25/20 6/1/20 Work Day	#1004 - SAI
1 Teacher	Facilitator for Migrant Summer Camps/Reading Camp	\$23.00 Per Hour	8 Hours Per Day M-Th 6/28/20-6/25/20 6/1/20 Work Day	#4017 – Title Migrant/#190 4 SAI

1 Teacher	Facilitator for Migrant Summer Camps/Reading Camp	\$13.50 Per Hour	8 Hours Per Day (Fri) June 5, 12, 19, 26	#4017 – Title I Migrant #1004 – SAI
10 Teachers	3rd Grade Summer Reading Camp Level 1 students @ OMS	\$23.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1004 – SAI
11 3 Teachers	Migrant Summer Camp @ OMS	\$23.00 Per Hour	5.54 Hours Per Day M-Th 6/28/20-6/25/20 6/1/20 Work Day	#4017 – Title I Migrant
2 Interpreters	Full Time Extended Year ESE Translators	\$12.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#4049 – ESE
2-1 Paraprofessionals	Migrant Summer Theater Camp Drama @ OMHS	\$12.00 Per Hour	5.54 Hours Per Day M-Th 06/28/20-06/25/20 06/1/20 and 06/26/19 Work Days	#4017 – Title I Migrant
2 Substitutes (As Needed)	Migrant Summer Camp Drama @ OHSOMS	Regular Sub Rate of Pay	6/28/20-6/25/20	#4017 – Title I Migrant
2 Substitutes (As Needed)	3rd Grade Summer Reading Camp Level 1 Students @ OMS	Regular Sub Pay	5.5 Hours Per Day M-Th 06/2/20-06/25/20 06/3/19 Work Day	#1004 – SAI
2-3 Teachers	Middle School Course Recovery @ OMS*	\$23.00 Per Hour	5.54 Hours Per Day M-Th 6/28/20-6/25/15/20 6/1/20 Work Day	#1004 – SAI #1104 - SAI
2-3 Teachers	OAA Credit Recovery @ OHS	\$23.00 Per Hour	5.54 Hours Per Day M-Th 6/28/20-6/25/15/20 6/1/20 Work Day	#1004 – SAI #1104 - SAI
2 Teachers	Migrant Summer Camp @ OMS STEM	\$23.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#4017 – Title I Migrant
3 Paraprofessionals	Full Time Extended Year ESE @ OHS	\$12.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1004 – SAI
3-2 Teachers	Full Time Extended Year ESE @ OMS	\$23.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1004 - SAI
3 Teachers	Full Time Extended Year ESE @ OHS	\$23.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1004 – SAI
4 Paraprofessionals	Migrant Summer Camp @ OMS	\$12.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#4017 – Title I Migrant
4 Teachers	High School Credit Recovery @ OHS	\$23.00 Per Hour	5.54 Hours Per Day M-Th 6/28/20-6/25/15/20 6/1/20 Work Day	#1004 – SAI #1104 SAI
4 Teachers	Migrant Summer Camp @ OMS Computer Lab, LEGO Lab, Art and PE	\$23.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#4017 – Title I Migrant
5 Paraprofessionals	3 Full Time Extended Year ESE classrooms 2 Reading Camp Inclusion Support @ OMS	\$12.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1004 – SAI

7 Migrant Advocates	Migrant Summer Camp @ OMS	\$12.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#4017—Title I Migrant
6 Teachers	Migrant Summer Camp Drama @ OHS	\$23.00 Per Hour	8 Hours Per Day M-Th 06/2/20-06/25/20 06/1/20 and 06/28/19 Work Days	#4017—Title I Migrant
3 Middle School Teachers	SEL Middle School Camp	\$23.00 Per Hour	5.5 Hours Per Day M-Th 6/2/20-6/25/20 6/1/20 Work Day	#1096—Mental Health
1 Teacher	Facilitate OHS Summer Programs	\$23.00 Per Hour	8 Hours Per Day M-Th 06/2/20-06/25/20 06/1/20 and 06/26/19 Work Days	#1004—SAI
1 Paraprofessional	Course Recovery @OAA*	\$12.00 Per Hour	4 Hours Per Day, 4 Days Per Week 06/08-06/25/20	#1004 SAI
1 Assistant Principal	Supervise last week of OMS Summer Programs	\$23.00 Per Hour	8 Hours Per Day 6/23/20—6/26/20	#1004—SAI
4 Teachers	Middle School Course Recovery @YMS**	\$23.00 Per Hour	4 Hours Per Day, 4 Days Per Week 06/08-07/15/20	#1004 SAI ##1104 SAI
Up to 70 Teachers (10 per site)	Develop/Revise 2019-2020 Title I Parent & Family Engagement Plans (PFEP)	\$13.50 Per Hour	Up to 7 hours each for the 2019-20 school year	#4031—Title I, Part A
2 Teachers	Credit Recovery @OFC **	\$23.00 Per Hour	4 Hours Per Day, Per Week 06/08-07/15/20	#1004 - SAI #1104 SAI

*All Summer School positions are subject to student enrollment.

*Face to Face Small Groups, June 08-25; Virtual only June 29-July 15

**Virtual Instruction Only

Note: All professional development shall comply with provisions in the negotiated personnel contracts.

RECOMMENDED BY:

Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **STUDENT TEACHER LETTER OF AGREEMENT WITH WESTERN GOVERNORS UNIVERSITY**
DATE: June 9, 2020

RECOMMENDATION:

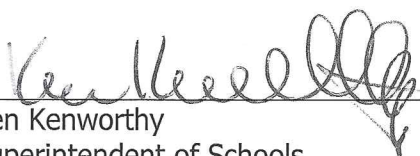
That the Board approve the Student Teaching Letter of Agreement with Western Governors University for the placement of student teachers.

BACKGROUND INFORMATION:

This letter of agreement will become effective when the agreement is fully executed by both parties and will continue for three years. Western Governors University will collaborate with the Okeechobee County School Board to place Student Teacher Candidates seeking Field Experience with Cooperating Teachers; providing that each Teacher Candidate is enrolled in an approved WGU credentialing program and meets the District's background requirements.

A copy of the agreement is included in Board member agendas and is available upon request from the Office of the Director of Human Resources.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: AGREEMENT WITH EAST COAST MIGRANT HEAD START PROJECT, INC.
DATE: June 9, 2020

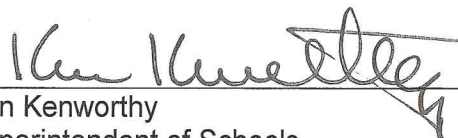
RECOMMENDATION:

That the Board approve an agreement with East Coast Migrant Head Start Project, Inc., for the District to provide services for children with disabilities, ages 3-5, enrolled in the East Coast Migrant Head Start centers located in Okeechobee County effective August 1, 2020, through July 31, 2021.

BACKGROUND INFORMATION:

This is a renewal agreement with no changes. The agreement is included in Board member agendas and is available upon request in the office of the Director of Exceptional Student Education.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy., Superintendent of Schools

SUBJECT: **2020 STANDARD RATE AGREEMENT WITH THE OKEECHOBEE COUNTY BOARD OF COUNTY COMMISSIONERS/OKEECHOBEE SENIOR SERVICES**

DATE: June 9, 2020

RECOMMENDATION:

That the Board approve this 2020 Standard Rate Agreement with the Okeechobee County Board of County Commissioners/Okeechobee Senior Services and the Okeechobee County School Board's Food Service Department to provide meals for the Home Delivered Meals Program

BACKGROUND INFORMATION:

This agreement will provide up to 6,500 lunch meals for the Home Delivered Meals program at the price of \$4.15 per meal, not to exceed \$26,975.00. This agreement shall be effective on the date of the last executing signature and shall terminate at midnight 90 days from that date. The agreement may be extended by written agreement of both parties for a mutually agreed upon period.

A copy of the 2020 Standard Rate Agreement is included in Board member agendas and is available in the office of the Supervisor of Food Service.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: STANDARD PURCHASE AND LICENSE TERMS AGREEMENT WITH EDMENTUM, INC.
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve a Standard Purchase and License Terms Agreements with Edmentum, Inc. for following:

- Study Island software for web-based supplemental science instruction at all elementary sites for fifth grade.
- Study Island software for web-based supplemental science instruction at secondary sites, OFC, YMS and OFC.
- Exact Path Core Library web-based supplemental core academic instruction for all five DJJ sites.

- BACKGROUND INFORMATION:

These are renewal agreements.

Funding for the Study Island elementary agreement is in Title I, Part A, #4031-\$15,373.94

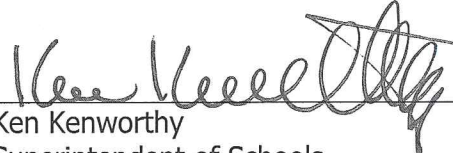
Funding for the Study Island secondary agreement is in Title I, Part A, #4031-\$30,433.42

Funding for Exact Path Core Library agreement is in Title I, Part D, #4002 - \$6,653.70 and #4003-\$4,184.40

All professional development shall comply with provisions in the negotiated personnel contracts.

A copy of this agreement is included in Board member agendas and is available upon request in the Office of Grants & Special Programs.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent

SUBJECT: **LETTER OF AGREEMENT WITH BIG BROTHERS BIG SISTERS, ST. LUCIE, INDIAN RIVER & OKEECHOBEE, READS PROGRAM**

DATE: June 9, 2020

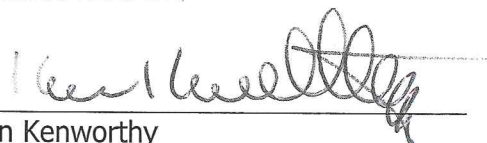
RECOMMENDATION:

That the Board approve a Letter of Agreement with Big Brothers Big Sisters, St. Lucie, Indian River & Okeechobee, READS Program, effective July 1, 2020 through June 30, 2021, to provide tutoring for selected students in grades K-3 who are reading below grade level.

BACKGROUND INFORMATION:

This is a renewal agreement. The goal of the program is to increase the reading skills of identified students through one-on-one tutoring. The Letter of Agreement is included in Board member agendas and is available upon request in the Assistant Superintendent of Administrative Services office.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **LETTER OF AGREEMENT WITH SCHOOLHOUSE CONSULTING GROUP, INC.**

DATE: June 9, 2020

RECOMMENDATION:

That the Board approve a letter of agreement with Schoolhouse Consulting Group, Inc. at a cost of \$1,250.00, July 1, 2020 – December 31, 2020 to provide consulting and lobbying support for Okeechobee County School District as part of the Treasure Coast Workgroup.

BACKGROUND INFORMATION:

This is a renewal agreement for the period July 1, 2020 – December 31, 2020. A copy of the renewal letter is included in Board member agendas and is available upon request in the Superintendent's office.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: AGREEMENT WITH SEMINOLE COUNTY SCHOOL BOARD FOR ECTAC SERVICES
DATE: June 9, 2020

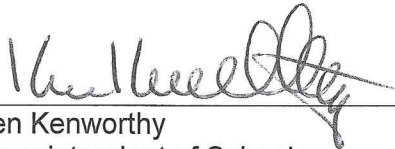
RECOMMENDATION:

That the Board approve an agreement with Seminole County School Board for the services of East Coast Technical Assistance Center (ECTAC) for the 2020-21 school year at a cost of \$8,000.00.

BACKGROUND INFORMATION:

This is a renewal contract. ECTAC provides technical assistance and support to the district for the Title I, Parts A, C, D, Homeless and Title IV and V programs. The assessed fee of \$8,000.00 is based on the Title I student population of the district. Funding for the agreement comes from Title I, Part A. The agreement is included in Board member agendas and is available upon request in the office of the Coordinator of Grants & Special Programs.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **AGREEMENT WITH NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM (NEFEC)
FOR VIRTUAL INSTRUCTION PROGRAM**

DATE: June 9, 2020

RECOMMENDATION:

That the Board approve an agreement with the District School Board of Putnam County on behalf of the North East Florida Educational Consortium (NEFEC) to provide Virtual Instruction Program Services effective July 1, 2020, through June 30, 2021.

BACKGROUND INFORMATION:

This is a renewal agreement that allows eligible Okeechobee students to participate in online instruction through NEFEC, a facilitator of a virtual instruction program for grades K-12 students. Funding is from a legislative appropriation and FTE. The agreement, including fee schedule, is included in Board member agendas and is available upon request from the Director of Student Services.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: RETIREMENT PLAN COMPLIANCE AND ADMINISTRATION SERVICES AGREEMENT WITH TSA CONSULTING GROUP, INC.
DATE: June 9, 2020

RECOMMENDATION:


That the Board approve a Retirement Plan & Compliance Administration Services Agreement with TSA Consulting Group, Inc. effective July 1, 2020.

BACKGROUND INFORMATION:

This agreement may be renewed for eight (8) additional one-year periods by mutual agreement of both parties. As of July 1, 2020, TSACG will be appointed as the Administrator for Okeechobee County School Board's voluntary retirement program(s) under Sections 403(b) and/or 457(b) under the Internal Revenue Code.

A copy of the agreement is included in Board member agendas and is available upon request from the Director of Finance.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: IDEA PART B GRANT AND PART B PRE-SCHOOL APPLICATIONS FOR 2020-2021
DATE: June 9, 2020

RECOMMENDATION:

That the Board approve the IDEA Part B and Part B Preschool Grant applications for the 2020-2021 school year as follows:

- IDEA Part B - \$1,902,086.00 (including estimated roll forward)
- IDEA Part B Preschool - \$111,642.00 (including estimated roll forward)

BACKGROUND INFORMATION:

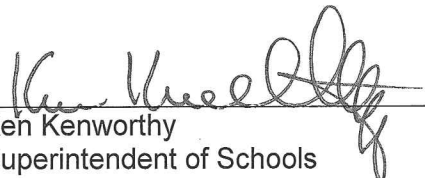
Part B – Funds are used to employ staff such as a Director of Exceptional Student Education (ESE), Secretary to Director of ESE, ESE Resource Specialists, ESE Bus Paraprofessionals, Behavior Interventionist, Behavior Monitors, and ESE Guidance Clerks. Contracts for specialized services such as speech therapists, psychiatric evaluations, and occupational/physical therapies along with the purchase of specialized equipment utilized in these areas are also paid from this grant. Funds are also used for training teachers, paraprofessionals, and administrators in areas of behavior, Quality IEP writing and Matrix of Services, alternatives to suspension and to purchase materials for parenting education.

Part B Preschool – Funds are used to employ two paraprofessionals who work with 3-5 year old children with disabilities. Materials and equipment are purchased for personnel to work with the preschool population.

All professional development shall comply with provisions in the negotiated personnel contracts.

The complete grant applications and budget pages will be available upon request in the office of the Director of Exceptional Student Education.

RECOMMENDED BY:



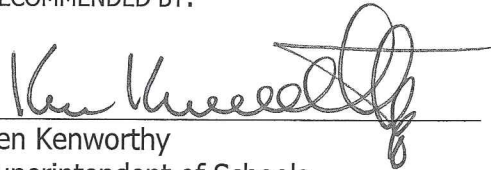
Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **PROPERTY DISPOSAL LIST #6 FOR THE 2019-20 FISCAL YEAR**
DATE: June 9, 2020

RECOMMENDATION:

That the items listed on the attached Property Disposal List #6 for the 2019-20 fiscal year be declared as surplus, to be removed from property records, and that the Superintendent be authorized to donate or sell such items in accordance with state statute.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

OKEECHOBEE COUNTY SCHOOL BOARD
Property Disposal - 2019-2020 #6

Property Number	Description	Cost	Condition	School/Cost Center
5183f	Dell Desktop computer	814.88	Unrepairable	CES
5193f	Dell Desktop computer	814.88	Unrepairable	CES
5186f	Dell Desktop computer	814.88	Unrepairable	CES
4623f	Dell Desktop computer	917.20	Unrepairable	CES
4472f	Dell Desktop computer	1,111.20	Unrepairable	CES
6481f	Dell Desktop computer	969.76	Unrepairable	CES
6359f	Dell Desktop computer	977.71	Unrepairable	CES
5182f	Dell Desktop computer	814.88	Unrepairable	CES
5250f	Dell Desktop computer	814.88	Unrepairable	CES
5166f	Dell Desktop computer	814.88	Unrepairable	CES
4458f	Dell Desktop computer	1,067.35	Obsolete	EES
3898f	Dell Desktop computer	1,355.00	Obsolete	EES
3899f	Dell Desktop computer	1,355.00	Obsolete	EES
5600f	Dell Laptop	805.09	Obsolete	EES
5695f	Dell Laptop	805.09	Obsolete	EES
5735f	Dell Laptop	805.09	Obsolete	EES
20551	Dell Laptop	2,183.00	Obsolete	EES
20988	Dell Laptop	1,501.30	Obsolete	EES
7206f	MacBook	1,699.00	Obsolete	EES
7308f	Dell Desktop computer	877.00	Obsolete	EES
21764	Lenovo Thinkpad	1,346.00	Obsolete	EES
22399	48 port switch B series	408.11	Obsolete	EES
22400	48 port switch B series	408.11	Obsolete	EES
22419	48 port switch B series	408.11	Obsolete	EES
22420	48 port switch B series	408.11	Obsolete	EES
22421	48 port switch B series	408.11	Obsolete	EES
4240f	Dell Laptop	1,114.00	Obsolete	EES
4255f	Dell Laptop	1,114.00	Obsolete	EES
4351f	Epson projector	1,624.00	Obsolete	EES
4457f	Dell Desktop computer	1,067.35	Obsolete	EES
4571f	48 port switch B series	1,680.00	Obsolete	EES
4763f	Dell Laptop	1,678.92	Obsolete	EES
5140f	Dell Desktop computer	814.88	Obsolete	EES
5236f	Dell Desktop computer	814.88	Obsolete	EES
5393f	Dell Laptop	805.09	Obsolete	EES
5848f	Dell Laptop	918.03	Obsolete	EES
6076f	Software, Watford Early Rdg	33,000.00	Obsolete	EES
6097f	Field Response Software	7,500.00	Obsolete	EES
6777f	Dell Latitude E6410 LT	1,375.54	Obsolete	EES
6926f	OptiPlex 780 Desktop	2,100.00	Obsolete	EES
7205f	Bretford Sync Tray for iPad	1,477.95	Obsolete	EES
4720f	Dell Desktop computer	917.20	Obsolete	EES
5243f	Dell Desktop computer	814.88	Obsolete	EES
5256f	Dell Desktop computer	814.88	Obsolete	EES
21791	HP A55120-48G Switch	2,022.44	Obsolete	EES
6484f	iPad	829.00	Obsolete	EES

OKEECHOBEE COUNTY SCHOOL BOARD


Property Disposal - 2019-2020 #6

Property Number	Description	Cost	Condition	School/Cost Center
22398	48 port switch B series	408.11	Obsolete	EES
21798	HP A55120-24G Switch	917.40	Obsolete	EES
1634f	Projector infocus	2,553.00	Obsolete	EES
22409	48 port switch B series	408.11	Obsolete	EES
5754f	Dell Laptop	1,725.27	Obsolete	EES
4527f	Riso copier	4,346.00	Unrepairable	EES
22422	48 port switch B series	408.59	Obsolete	EES
21507	Dell Laptop	1,770.04	Unrepairable	FS
18202	Storage cabinet, flammable	793.14	Unrepairable	Maint
20191	Dehumidifier	975.00	Unrepairable	Maint
1667f	Computer monitor station	929.00	Unrepairable	OHS
19741	Video projector	1,565.27	Unrepairable	OHS
20215	Projector	799.59	Unrepairable	OHS
20216	Wooden shed	2,541.25	Unrepairable	OHS
20781	Lenovo tablet	2,385.81	Unrepairable	OHS
20783	Hill monitor	911.00	Unrepairable	OHS
20956	Dell Laptop	1,640.00	Unrepairable	OHS
2419f	Toshiba projector	1,657.77	Unrepairable	OHS
2420f	Toshiba projector	1,657.77	Unrepairable	OHS
2532f	Pressure washer	1,967.23	Unrepairable	OHS
2533f	Ignition analyzer, small engine	864.00	Unrepairable	OHS
3589f	Dell Desktop computer	1,003.00	Unrepairable	OHS
3594f	Dell Desktop computer	1,003.00	Unrepairable	OHS
3595f	Dell Desktop computer	1,003.00	Unrepairable	OHS
4057f	Tiller, small	1,599.99	Unrepairable	OHS
4363f	Epson projector	1,624.00	Unrepairable	OHS
4364f	Epson projector	1,624.00	Unrepairable	OHS
4365f	Epson projector	1,624.00	Unrepairable	OHS
4367f	Epson projector	1,624.00	Unrepairable	OHS
4316f	Cabinet, secure, laptop	790.08	Unrepairable	OHS
5490f	Dell Laptop	805.09	Unrepairable	OHS
5495f	Dell Laptop	805.09	Unrepairable	OHS
5502f	Dell Laptop	805.09	Unrepairable	OHS
5509f	Dell Laptop	805.09	Unrepairable	OHS
5511f	Dell Laptop	805.09	Unrepairable	OHS
5516f	Dell Laptop	805.09	Unrepairable	OHS
5524f	Dell Laptop	805.09	Unrepairable	OHS
5620f	Dell Laptop	805.09	Unrepairable	OHS
5693f	Dell Laptop	805.09	Unrepairable	OHS
5901f	Dell Desktop computer	814.88	Unrepairable	OHS
5944f	Promethian board	2,514.70	Unrepairable	OHS
6340f	Dell Desktop computer	1,053.31	Unrepairable	OHS
6782f	Dell Laptop	1,375.54	Unrepairable	OHS
7186f	Dell Desktop computer	865.31	Unrepairable	OHS
20706	Dell Desktop computer	1,005.00	Obsolete	OHS
20707	Dell Desktop computer	1,005.00	Obsolete	OHS

OKEECHOBEE COUNTY SCHOOL BOARD

Property Disposal - 2019-2020 #6

Property Number	Description	Cost	Condition	School/Cost Center
20708	Dell Desktop computer	1,005.00	Obsolete	OMS
20757	Dell Desktop computer	1,005.00	Obsolete	OMS
20758	Dell Desktop computer	1,005.00	Obsolete	OMS
21098	Dell Desktop computer	1,050.00	Obsolete	OMS
21396	Dell Desktop computer	951.00	Obsolete	OMS
21410	Dell Desktop computer	951.00	Obsolete	OMS
21413	Dell Desktop computer	951.00	Obsolete	OMS
21416	Dell Desktop computer	951.00	Obsolete	OMS
21419	Dell Desktop computer	951.00	Obsolete	OMS
21422	Dell Desktop computer	951.00	Obsolete	OMS
21424	Dell Desktop computer	951.00	Obsolete	OMS
21474	Lenovo tablet	2,024.01	Obsolete	OMS
21553	Dell Desktop computer	982.52	Obsolete	OMS
4163f	Lenovo tablet	2,017.00	Obsolete	OMS
4782f	Dell Desktop computer	931.20	Obsolete	OMS
5046f	Dell Desktop computer	814.88	Obsolete	OMS
5053f	Dell Desktop computer	814.88	Obsolete	OMS
5277f	Dell Laptop	805.09	Obsolete	OMS
5388f	Dell Laptop	805.09	Obsolete	OMS
5408f	Dell Laptop	805.09	Obsolete	OMS
5411f	Dell Laptop	805.09	Obsolete	OMS
5415f	Dell Laptop	805.09	Obsolete	OMS
5417f	Dell Laptop	805.09	Obsolete	OMS
5421f	Dell Laptop	805.09	Obsolete	OMS
5431f	Dell Laptop	805.09	Obsolete	OMS
5441f	Dell Laptop	805.09	Obsolete	OMS
6051f	Promethian board	2,514.70	Obsolete	OMS
6054f	Promethian board	2,514.70	Obsolete	OMS
6057f	Promethian board	2,514.70	Obsolete	OMS
6059f	Promethian board	2,514.70	Obsolete	OMS
6060f	Promethian board	2,514.70	Obsolete	OMS
6064f	Promethian board	2,514.70	Obsolete	OMS
7216f	Lenovo Thinkpad	775.90	Obsolete	OMS
7217f	Lenovo Thinkpad	775.90	Obsolete	OMS
7218f	Lenovo Thinkpad	775.90	Obsolete	OMS
		189,153.83		

County Custodian:		Date:	6/1/2020
Superintendent:		Date:	
School Board Chairman:		Date:	

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **MONTHLY FINANCIAL STATEMENT FOR APRIL, 2020**
DATE: June 9, 2020

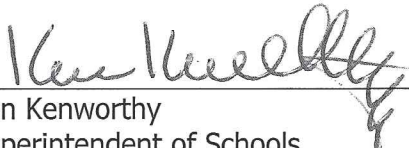
RECOMMENDATION:

That the Monthly Financial Statement for April, 2020, be accepted and filed as part of public record.

BACKGROUND INFORMATION:

The Financial Statement is included in Board member agendas and is available upon request from the Director of Finance.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **BUDGET AMENDMENT #10 FOR APRIL, 2020**
DATE: June 9, 2020

RECOMMENDATION:

That Budget Amendment #10 for April, 2020, be approved.

BACKGROUND INFORMATION:

The Budget Amendment is included in Board member agendas and is available upon request from the Director of Finance.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools

To: The Okeechobee County School Board
FROM: Ken Kenworthy, Superintendent of Schools
SUBJECT: **WARRANT REGISTER FOR MAY, 2020**
DATE: June 9, 2020

RECOMMENDATION:


That the Warrant Register for May, 2020, be approved as follows:

General Disbursement Account – Warrants #176495 thru #176796 and ACH #192001003 thru #192001021 and Wire Transfers #201900879 thru #201901087

Operating General Fund	\$2,161,431.56
Federal Programs Fund	171,485.15
Food Service Fund	17,683.86
Capital Improvement Fund	<u>93,436.07</u>
Total	\$ 2,444,036.64

*Also included are April 2020 wires totaling \$1,102,027.36 from Operating General Fund.

RECOMMENDED BY:



Ken Kenworthy
Superintendent of Schools



SCHOOL BOARD OF OKEECHOBEE COUNTY

AGENDA FOR EMPLOYMENT HEARING ZOOM MEETING

<https://zoom.us/j/93046931253?pwd=Y290Z2N4YVpTMFJ4NVhYQUJvdmlSdz09>

Meeting ID: 930 4693 1253

Password: 7vtUTV

JUNE 9, 2020

6:00 P.M.

Chairperson
Amanda Riedel
Vice Chairperson
Melisa Jahner
Members
Joe Arnold
Jill Holcomb
Malissa Morgan

Vision

*Achieving Excellence:
Putting Students First*

Mission

*To prepare all students
to be college and career
ready and function as
productive citizens.*

Core Values

Perseverance

Respect

Integrity

Dependability

Ethics

I. Employment Termination Hearing for Jacqueline Skinner

A. Call Hearing to Order – Chairman Riedel

B. Introduction of the Parties

C. Introductory Statement – Chairman Riedel

This is a hearing on the recommendation of the Superintendent for the suspension without pay and termination of employment of Jacqueline Skinner. The hearing is being held in accordance with School Board Policy 6.52 and Florida Statutes 1012.33, 120.569, and 120.57.

These proceedings are being recorded and the School Board Attorney Mr. Tom Conely will administer the oath to all persons testifying as witnesses. The Superintendent has the burden of proof and will present his case and witnesses first. The parties will be provided an opportunity to make an opening statement limited to not more than five (5) minutes each; and, at the conclusion of all the evidence, the parties will be provided an opportunity to make closing statements limited to not more than 10 minutes each.

Once the presentations have been completed, the School Board members will deliberate and rule on the recommendation from the Superintendent.

The School Board's Attorney will explain to the School Board members and answer issues and questions of procedure as these questions arise during the course of the hearing.

D. Superintendent's Recommendation

It is the recommendation of the Superintendent that Jacqueline Skinner be suspended without pay effective May 19, 2020 and that employment of Jacqueline Skinner be terminated effective June 9, 2020.

E. Presentations

1. Opening Statements

Superintendent..... 5 Minutes

Employee Representative 5 Minutes

2. Superintendent's Case

The Superintendent will present his case, call his witnesses, and introduce his exhibits. The Employee shall have the right to cross-examine witnesses. The School Board members may ask questions at the conclusion of each witness' testimony.

3. **Employee's Case**

The Employee will present her case, call her witnesses, and introduce her exhibits. The Superintendent shall have the right to cross-examine witnesses. The School Board members may ask questions at the conclusion of each witness' testimony.

4. **Closing Statements**

Superintendent..... 10 Minutes

Employee Representative 10 Minutes

5. **Close Hearing**

Final Call for School Board Member Questions

Close Evidentiary Portion of the Hearing

F. School Board Member Deliberation and Decision – Chairman Riedel

After presentations have been completed, the School Board members will deliberate and upon motion, duly seconded, vote on the recommendation from the Superintendent. Any action proposed by the Board will require a motion and second. A majority vote of the membership of the School Board shall be required to sustain the Superintendent's recommendation. The issues for the School Board's consideration include the following:

1. Based on the evidence presented, has the Superintendent proven "just cause" that Jacqueline Skinner violated School Board Policy 6.213 (ii) – Notification of Absence?
2. If proven, should the Board sustain the recommendation to terminate employment of Jacqueline Skinner effective June 9, 2020 based on progressive discipline?

G. Board Decision