

**North Port Works! North Port Wins!**



**Bobcat PRIDE**

**Positivity Respect Integrity Discipline Excellence**

**North Port High School  
2022-2023  
Student Handbook**

*Dear Bobcats,*

*Welcome to North Port High School and the 2022-2023 school year.*

*Our faculty, staff, and administration are eager to begin this year's learning with you. We all have specific responsibilities in this journey, and this handbook has been prepared to help you acquaint yourself with our school's policies, procedures, and practices. These are directly aligned with Sarasota County Schools and The Florida Department of Education.*

*The information in this document has been derived from legal requirements and sound educational practices. Your education, safety, and welfare are the staff's utmost concerns; therefore, our school is organized to ensure a positive and orderly learning environment so you may achieve a quality education.*

*North Port High School is your high school. Your PRIDE (Positivity, Respect, Integrity, Determination, and Excellence) will be the building blocks upon which your success begins. As you acquaint yourself with this Student Handbook, you will have taken the first step toward this goal. We look forward to working with you during the 2022-2023 school year.*

*Sincerely,*

*Shannon D Fusco  
Principal*

**ADMINISTRATION**

SHANNON FUSCO  
LINDA COPELAND  
DR. AGNES PELOPIDA  
COURTNEY APPOLLONI  
RON CORSO  
LAURA KIRCHNER

**POSITION**

PRINCIPAL  
ASSISTANT PRINCIPAL  
ASSISTANT PRINCIPAL  
ASSISTANT PRINCIPAL  
ASSISTANT PRINCIPAL  
ASSISTANT PRINCIPAL

**STUDENT ALPHA**

12<sup>th</sup> Grade A-Z  
9<sup>th</sup>-11<sup>th</sup> Grade H-O  
9<sup>th</sup>-11<sup>th</sup> Grade P-Z  
9<sup>th</sup>-11<sup>th</sup> Grade A-G

**GUIDANCE COUNSELORS**

JENNICA THOMAS  
LEE THOMAS  
DREW GRISSELL  
SHANNON MCDOUGALL  
BRITTANY MCKEITH  
JESSICA RUTHERFORD  
CHRISTINE MCKAY  
ADRIA KAYSER

DEPARTMENT CHAIR

12<sup>th</sup> Grade A-L  
12<sup>th</sup> Grade M-Z  
9<sup>th</sup>-11<sup>th</sup> Grade A-D  
9<sup>th</sup>-11<sup>th</sup> Grade E-K  
9<sup>th</sup>-11<sup>th</sup> Grade L-Q  
9<sup>th</sup>-11<sup>th</sup> Grade R-Z  
9<sup>th</sup>-11<sup>th</sup> AICE A-L  
9<sup>th</sup>-11<sup>th</sup> AICE M-Z

Vision & Mission



Statements

**VISION STATEMENT:**

**North Port High School will prepare students to lead responsible lives by supporting their intellectual, emotional, social, and physical development.**

**MOTTO: Inspiring tomorrow's leaders.  
North Port Works! North Port Wins!**

**MISSION STATEMENT:**

**North Port High School will inspire tomorrow's leaders by:**

- **Providing rigorous instruction**
- **Maintaining a safe and respectful environment**
- **Developing socially responsible individuals in their community**



2022-2023

### Regular Bell Schedule

4th Lunch		# min	5th Lunch		# min	6th Lunch		# min
1st	7:30-8:25	55*	1st	7:30-8:25	55*	1st	7:30-8:25	55*
2nd	8:30-9:18	48	2nd	8:30-9:18	48	2nd	8:30-9:18	48
3rd	9:23-10:11	48	3rd	9:23-10:11	48	3rd	9:23-10:11	48
<i>Lunch</i>	<i>10:11-10:41</i>	30	4th	10:16-11:04	48	4th	10:16-11:04	48
5th	10:46-11:34	48	<i>Lunch</i>	<i>11:04-11:34</i>	30	5th	11:09-11:57	48
6th	11:39-12:27	48	6th	11:39-12:27	48	<i>Lunch</i>	<i>11:57-12:27</i>	30
7th	12:32-1:20	48	7th	12:32-1:20	48	7th	12:32-1:20	48
8th	1:25-2:15	50	8th	1:25-2:15	50	8th	1:25-2:15	50

### Bobcat PRIDE Bell Schedule

4th Lunch		# min	5th Lunch		# min	6th Lunch		# min
1st	7:30-8:14	44**	1st	7:30-8:14	44**	1st	7:30-8:14	44**
2nd	8:19-9:01	42	2nd	8:19-9:01	42	2nd	8:19-9:01	42
<b>PRIDE</b>	<b>9:06-9:54</b>	<b>48</b>	<b>PRIDE</b>	<b>9:06-9:54</b>	<b>48</b>	<b>PRIDE</b>	<b>9:06-9:54</b>	<b>48</b>
3rd	9:59-10:41	42	3rd	9:59-10:41	42	3rd	9:59-10:41	42
<i>Lunch</i>	<i>10:41-11:11</i>	30	4th	10:46-11:28	42	4th	10:46-11:28	42
5th	11:16-11:58	42	<i>Lunch</i>	<i>11:28-11:58</i>	30	5th	11:33-12:15	42
6th	12:03-12:45	42	6th	12:03-12:45	42	<i>Lunch</i>	<i>12:15-12:45</i>	30
7th	12:50-1:32	42	7th	12:50-1:32	42	7th	12:50-1:32	42
8th	1:37-2:15	43	8th	1:37-2:15	43	8th	1:37-2:15	43

\*Seven Minutes added for Moment of Silence, Pledge of Allegiance, & TV Announcements

\*\*Two Minutes added for Moment of Silence & Pledge of Allegiance

### **Arrival Procedures**

#### **After 7:00**

- Campus is open for students.

#### **After 7:30**

- Students must sign in through the attendance office for a pass to class.

### **Departure Procedures**

#### **At 2:15**

- Students should report promptly to the bus loop or parent pickup.
- Walkers and drivers should depart campus.
- Students involved in extracurricular activities should report to their assigned supervised activity.

#### **After 2:45**

- Only students involved in staff sponsored extracurricular activities may remain on campus.

The following schoolwide expectations apply to all students, staff, families, and visitors of NPHS to promote a positive and productive learning environment for all stakeholders.

 <p><i>North Port Works! North Port Wins!</i></p>	<i>Hallways</i>	<i>Café</i>	<i>Classroom</i>
<p><b>P</b>ositivity</p>	<p>Have a positive attitude. Greet one another. Say excuse me.</p>	<p>Have a positive attitude. Be friendly. Use your manners. Relax and enjoy your meal.</p>	<p>Have a positive attitude. Greet teachers and students. Say goodbye when leaving. Be kind and supportive.</p>
<p><b>R</b>espect</p>	<p>Pay attention to your surroundings while walking – walk with the flow. Use appropriate language and volume. Keep your body parts to yourself.</p>	<p>Treat cafeteria staff and others with respect. Follow line protocol and remain seated when possible. Be inclusive - invite others to sit with you. Use appropriate language and volume.</p>	<p>Respect school, teacher and students’ equipment and property. Respect the ideas and perspectives of others. Use appropriate language and volume.</p>
<p><b>I</b>ntegrity</p>	<p>Walk directly to your destination. Be honest. Do the right thing, even when no one is looking.</p>	<p>Pay for your food items. Be honest. Complete your own school work. Do the right thing, even when no one is looking.</p>	<p>Be accountable for your actions. Do your own work. Be honest. Do the right thing, even when no one is looking.</p>
<p><b>D</b>iscipline</p>	<p>Be punctual. Use the hallways to transition between classes. Throw your trash in the garbage cans. Cell phones may be used before school and during transitions.</p>	<p>Clean up your trash and recycling. Stay in the café during your assigned lunch. Use your time effectively. Follow café expectations. Cell phones may be used during your assigned lunch.</p>	<p>Be punctual and prepared for class. Stay on task. Follow class expectations. Take ownership of your education – set reasonable goals. Cell phones are turned off and put away.</p>
<p><b>E</b>xcellence</p>	<p>Keep our campus clean and neat. Help others in need. Be cordial and courteous. Dress for success – follow dress code. Show your BOBCAT PRIDE!</p>	<p>Keep our café neat and clean. Use lunch time to catch up on school work. Dress for success – follow dress code. Show your BOBCAT PRIDE!</p>	<p>Give 110% effort. Be an active participant. Be fully engaged in your learning. Help others succeed. Dress for success – follow dress code. Show your BOBCAT PRIDE!</p>



## PHILOSOPHY

These rights apply to all persons – students and staff – and to the entire school day, including to and from school.

1. The right to develop one's own personality (so long as it does not interfere with the rights of others) without disrespectful criticism or pressure from cliques.
2. Freedom from physical abuse and mental abuse such as name calling, intimidation, or harassment.
3. Freedom from being set apart or mocked because of race, religion, physical strength, size, features, friendship groups, age, culture, handicap, financial status, clothing, classroom performance, or any other reason.
4. The right of privacy and freedom from being harassed in the classroom; the right to be treated respectfully.
5. The right to an education, which means that teachers are free to teach, and students are free to learn without being interrupted by inconsiderate or unruly students.
6. The right to have personal and school property respected. Our school is a safe place for property as well as people.

**\*YOUR ATTITUDE IS A LITTLE THING THAT MAKES A BIG DIFFERENCE!**

## NPBS CAMPUS PRIDE

We are very proud of our campus. The custodial staff works every day to keep our campus clean and neat. This is an impossible task without the students' help and support. Waste receptacles are located in all areas and everyone should make a special effort to see that these receptacles are used. All trash should be put into these receptacles. **This is your campus, so we want to keep it clean and neat.** North Port High School can only be as clean and neat as you make it. **No food or drinks are allowed in the classroom buildings – water only.**

## CARE OF SCHOOL PROPERTY

Each student is responsible for the proper care of all books, supplies and furniture supplied by the school. A student who vandalizes or does damage to school property or equipment will be required to pay for the damage done or replace the item.

## ACADEMIC INTEGRITY

Academic integrity is founded on the principles of respect for knowledge, truth, scholarship and acting with honesty. Representing someone else's work as your own is dishonest. It compromises your integrity and diminishes what we stand for as a school community. We believe that your success is dependent on your efforts. Your work represents what you can and cannot do. North Port High School is intolerant of scholastic dishonesty.

**Cheating includes, but is in no way limited to the following:**

- Copying others' homework and claiming it as your own.
- Allowing someone to copy your work.
- Looking on another's test or quiz or letting another student look on a test or quiz.
- Reporting to other students what is on a test or quiz, including providing questions or answers.



- Writing answers on any part of the body, clothing etc.
- Asking for assistance or copying answers during any type of assessment.
- Doing work on computers and making multiple copies to distribute to others.
- Plagiarism, i.e. copying verbatim a reference or internet source without giving credit.
- Cutting and pasting information from the internet.
- Programming answers to a test/quiz into cell phones, calculators and/or other technology.
- Other instances may arise that are considered dishonest and will be subject to the same consequences.

### Consequences

#### 1<sup>st</sup> Offense:

- A. The student will be able to retake/redo the assignment to earn a 59%
- B. Discipline referral to administrator.
- C. Teacher contacts parent.

#### 2<sup>nd</sup> Offense:

- A. Zero on assignment/test/quiz/project, etc.
- B. Discipline referral and progressive discipline.

### ATTENDANCE POLICY

Class attendance is imperative to student achievement and success.

The infographic is divided into three horizontal sections, each with a circular icon on the left and text on the right. The top section has a red icon with "CHRONIC ABSENCES" and is titled "18 OR MORE DAYS". The middle section has a yellow icon with "WARNING" and is titled "10 TO 17 DAYS". The bottom section has a green icon with "GOOD ATTENDANCE" and is titled "9 OR FEWER ABSENCES".

Attendance Level	Days	Consequences/Notes
Chronic Absences	18 or more days	- Excused and unexcused absences represent lost time in the classroom and lost opportunities to learn. - Missing just one day every two weeks can add up to 18 days in a year. Absences add up before you even know it.
Warning	10 to 17 days	- Students who are absent an average of 15 days a year miss a year's worth of school before their senior year. - When students miss a day of school it actually puts them two days behind their classmates.
Good Attendance	9 or fewer absences	- Students with good attendance generally achieve higher grades and enjoy school more. - Children benefit and make the most of their educational opportunities if they attend school regularly and on time.



**HERO:** A behavior management system in which students receive immediate, swift, action for both positive behaviors and inappropriate behaviors. We believe in promoting the good, reducing the bad and communicating results.

We are also using the HERO behavior management system to assign consequences for being out of class, “skipping.”

HERO will be used to reinforce positive behaviors in classrooms. Teachers will be awarding points based on our P-R-I-D-E Schoolwide Behavioral Expectations outlined on page 2 of this handbook. They will redeem these points for school supplies, spirit wear, game tickets etc.

## **Excused Absences**

### **Acceptable reasons for an Excused Absence**

1. Student illness (if documented by parent/guardian or medical doctor).
2. Observance of a religious holiday/service by members of student faith.
3. Medical appointment with documentation.
4. Death or documented major illness in the immediate family.
5. Subpoena by law enforcement agency or mandatory court appearance.
6. Other absences beyond the control of the parent, as approved by the principal.

### **Absence Procedure**

1. Students are to bring a note signed by a parent/guardian or a note from a medical doctor to the attendance office upon returning to school.
2. The note must include the student’s first and last name, date(s) of absence, and reason for being absent.
3. This note should be dropped off in the basket at the attendance office in within 3 days of the student’s absence.
4. Parent notes that exceed 3 consecutive days will require further documentation.

**A student has three school days to bring in a note from a parent or guardian regarding an absence.** Anything brought in after three days will be regarded as an unexcused absence. All notes should be given to the Attendance Office located in the Main Office of Building 1.

Parents will be asked to provide written medical documentation for more than nine excused absences in a semester, or eighteen unexcused absences for the school year. Parents can regularly monitor their child’s attendance through the Parent Portal.

## Early Dismissal Procedure

1. Student must bring a note signed by a parent/guardian to the attendance office in the morning, before class starts of the early dismissal day. The student will receive a pass to report to attendance office at time of dismissal
2. The note must include the student's first and last name, date, time of early dismissal, and reason for early dismissal.
3. At the noted dismissal time, the student will show their pass to the teacher, then will report back to the attendance office, sign out, receive a release pass that will be time stamped.
4. Early dismissal absence will remain unexcused until the student returns to school with documentation verifying the appointment.
5. If you return to campus that day, you will report back to the front window of the attendance office, sign in, and receive a pass back to class.
6. All early dismissal emails must be sent before 9:30am the day of dismissal to the attendance office.

**\*\*\*All students sent in with a pre-arranged early dismissal note and followed up by a phone call will be permitted to sign out and meet a parent out front or drive off campus.**

### **\*\*\*PARENTS\*\*\***

**When picking up your child for early dismissal there is no need to come into school if you've sent them with a note and called to confirm**

**We encourage you to send your child in with a note for every early dismissal to keep our classroom interruption to a minimum.**

**There will be no students dismissed after 1:45 unless previously arranged.**

**Unexcused Absences** – (1) Inadequate or unacceptable reason for the absence; i.e. car trouble, oversleeping, alarm and power failures are all unexcused; (2) Results from school disciplinary action; (3) Truancy.

**Students may have no more than 3 unexcused absences to attend Homecoming and no more than 8 unexcused absences to attend Prom or Grad Bash (seniors).** Any student who has **9 days or more** of unexcused absences over any period of time will be placed on an attendance contract by administration resulting in the temporary loss of extracurricular activities and their parking permit.

**Extracurricular Activity Participation** – Students must be in attendance the entire school day to participate in any athletic event or extracurricular activity during or after that school day.

### **201.4 – Driver's License Law**

Students who have excessive 15 unexcused absences in a 90-day period will be reported to the Department of Highway Safety and Motor Vehicles (DHSMV). Monitoring of attendance for driving privileges is done by class periods. Students who hold a Florida driver's license may

have their license suspended if they accumulate excessive periods of unexcused absence. Students who have not yet received their driver's license may be unable to obtain a license. Application for reinstatement of the driving privilege can be made after the student has attended school for 30 consecutive days with no unexcused absences. There is a hardship appeal process; parents/guardians should check with school administration for information regarding appeals.

**State Law: One Unexcused absence in ONE class period will count as a whole day!**

### **Tardiness**

1. Students must report to all classes on time.
2. All classrooms will be locked promptly at 7:30 a.m. Students entering after this time will be marked tardy.
3. Students who are tardy to school will be marked tardy by their classroom teacher.
4. After 7:30 am all students must report to the front window of the attendance office which is accessed through the front office. You will sign in and receive a pass to enter class. If you have a note for being tardy you will turn it into the attendance office at that time.
5. On time arrival is a key factor in our Bobcat PRIDE expectations. Be on time!
6. Chronic tardiness will lead to consequences such as but not limited to:
  - a. Loss of parking privileges
  - b. No admission to PROM and/or Grad Bash
  - c. Teachers can deduct employability points for each tardy. At teacher discretion, students MAY earn back employability points for tardiness deductions.
  - d. After the third tardy to a class on a quarterly basis (in all periods), students will receive school-based discipline consequences (such as lunch or after school detention see chart below).
  - e. Failure to serve detention or additional tardiness to class will result in a discipline referral to administration.

**\*\*\*Acceptable reasons to excuse a tardy fall under the same rules as excused absences. \*\*\***

### **Make-up Work**

A student, who has an excused absence, or an absence resulting from a suspension, shall be expected to make up the work missed. Students on suspension should complete all work upon their return to school. In the case of all other unexcused absences, students will be afforded an opportunity to make up the work. There may be an academic penalty at the discretion of the teacher. A student must complete all work missed within a time frame equal to the number of days absent.

### **ATHLETICS/INTERSCHOLASTIC ACTIVITIES ELIGIBILITY**

To be eligible for athletics and interscholastic activities, a student must maintain a cumulative grade point average of 2.0 in all courses taken which are required for graduation. A student's eligibility is determined after each semester (not a nine-week grading period).

## **ATHLETIC PARTICIPATION**

Prior to participating in athletics, the Florida High School Athletic Association requires that a student must provide the following:

1. Pre-Participation Physical (FHSAA EL2, current school year)
2. Consent and Release from Liability Certificate (FHSAA EL3)
3. Parent/Guardian Release and Hold Harmless Agreement for High School Athletic Participation (notarized)
4. Copy of current Insurance carrier information, or copy of insurance card if purchased through [www.schoolinsuranceofflorida.com](http://www.schoolinsuranceofflorida.com) on-line.
5. Affidavit of Compliance with the Policies on Athletic Recruitment and Non- Traditional Student Participation. (FHSAA GA4, notarized)
6. Acknowledgement of Standards for Participation in Athletic Activities
7. Authorization to Release Medical Information for Athletics
8. Emergency Medical/Treatment Field Trip Consent Form
9. Release for Out-of-County or Overnight Travel for Athletics and Field Trips (notarized)
10. **A complete packet can be obtained in the Athletic Office or printed under Athletics and Schedules on our NPHS website. All of the above must be turned into the Athletic Office.**

## **BOBCAT PRIDE**

Our Bobcat PRIDE promotes and celebrates the positive expectations of our students. We recognize academic success as well as good behaviors on campus and during school related activities. We expect all students to demonstrate POSITIVITY, RESPECT, INTEGRITY, DISCIPLINE and EXCELLENCE. Students are encouraged to join our Bobcat PRIDE team to plan activities and events to support and recognize these schoolwide expectations.

## **BOOK LOCKERS**

Book lockers will be available to the students for a \$5.00 usage fee. The locker and lock are the property of the School Board. Use only the locker assigned to you and keep it locked. Do not tamper with another locker or give your combination to another person. Lockers are provided as a service to students, and the school accepts no responsibility for the contents of any locker. A student's locker or other storage area is subject to search, upon reasonable suspicion, for prohibited or illegally possessed substances or objects.

## **CLUBS**

All students are welcome and encouraged to participate in our after-school clubs. The NPHS Student Government Association (SGA) and Inter-Club Council (ICC) oversees the organization and facilitation of all NPHS club activities. Information regarding all clubs can be found in the Guidance Office.

## **CHANGE OF ADDRESS OR TELEPHONE**

The parent/guardian must inform the Registrar Office or change it in the Parent Portal if a change of home address or telephone number occurs. Transportation will only bus to the official home address.

## **CODE OF CONDUCT**

All students enrolled in school shall be subject to the laws, regulations of the State Board of Education, the rules and policies of the School Board and the [Code of Student Conduct](#) and shall be under the control and direction of the principal or designee during the time they are

transported to or from school at public expense, during the time they are attending school or a school-sponsored activity, and during the time they are on School Board premises for school attendance and authorized activities

Because the main purpose of school is educational, the following statements are to serve as guidelines for acceptable behavior.

1. Students are required to attend all scheduled classes.
2. During lunch periods, students should remain in the cafeteria or designated outdoor eating areas.
3. Students may not sit on the floor in the hallways.
4. Students must have hall passes and teacher permission to be excused from classes to go to other areas.
5. Students are financially responsible for lost/damaged school equipment, supplies, and textbooks.
6. Students must always remain on the school grounds. Parking lots are off limits to students during the school day.
7. Students are not permitted to smoke or bring tobacco products to school. Any student found smoking, including electronic cigarettes or possessing tobacco products will be suspended and/or fined.
8. Physical education areas are for classroom use only during the school day. Students must be in their assigned class, instructor and course always and in supervised areas.
9. These are examples of acts that are considered unacceptable behavior and will result in disciplinary action.
- 10. Students must always wear IDs on campus**
- 11. Students will refrain from recording other students or staff. Students will not post unwanted images or videos of students and/or staff.**
- 12. Students placed on a Second Chance Agreement will be placed on the no-event list per their administrator**

### **CONDUCT AT ATHLETIC EVENTS & SCHOOL ACTIVITIES**

Students are expected to exhibit proper behavior at both home and away events. This includes no fighting, booing or heckling, throwing or dropping of refuse and no loitering in the immediate area before or after an event. School policy prohibiting the use or possession of cigarettes, drugs and alcohol applies at all events in which the school is involved, regardless of the site. Students on out-of-school suspension may not attend any school-related activity.

### **DIRECTORY INFORMATION**

Students' parent(s), as defined by Florida Statutes, shall be notified annually in the Student and Family Handbook that the School Board may release "directory information" to the general public. For clarification on the district policy please refer to:

<http://sarasotacountyschools.net/workarea/DownloadAsset.aspx?id=37846>

### **DRESS CODE POLICY**

The Sarasota County School District has established procedural guidelines for student dress, in accordance with School Board Policy 5.37.

The principal's decision on the appropriateness of dress will be final. Refusal to comply with the school's dress code policy is an infraction under this code.

Students have the right to:

- Wear appropriate clothes or the school uniform, as long as those clothes or the way the clothes are worn are appropriate for the school setting, adhere to the school dress code, are not dangerous to health or safety, and do not disrupt the learning environment.
- Learn without being offended or disrupted by the way other students are dressed.

Students have the responsibility to:

- Comply with the school dress code.
- Be respectful of their peers at all times regardless of what they are wearing.
- Come to school fully clothed and wear clothes which are not dangerous to health or safety, do not disrupt the learning process, and stay within the school dress code.
- Dress in a way not offensive to others at school or at school-sponsored events, including, but not limited to:
  - No exposed undergarments
  - No jeans, shorts, skirts, dresses or pants worn below the hips
  - No jeans, shorts, skirts, dresses or pants with rips above the mid-thigh
  - No jeans, shorts, skirts, dresses or pants with the inseam or outseam shorter than the mid-thigh
  - Sleeveless shirts must have straps with a minimum width of one inch (about two fingers) and the gap below the armpit cannot be excessive of three inches (about four fingers)
  - No pajamas or slippers
  - No low-cut tops or see-through clothing
  - Clothing must cover the mid-riff when standing naturally
  - No clothing of an ethnic or racially offensive nature
  - Not wear items or markings which are offensive, suggestive, indecent, or associated with gangs; as identified by the Florida Gang Intent Act of 1990.
  - Not wear items which encourage the use of drugs, tobacco, alcohol, violence, weapons, or support discrimination on account of race, color, religion, ethnic or national origin, age, disability, veteran or military status, marital status, pregnancy, sex, gender, gender identity or expression, sexual orientation, or any other characteristic protected by federal or state law or School Board policy.

*Any student wearing inappropriate clothing that cannot be modified to comply with the dress code will be sent to administration. If no other clothing is available in our front office, parents will be contacted to bring a change of clothing. A student who continually wears inappropriate clothing to school or school related events will be subject to progressive disciplinary actions.*

## **EMERGENCY PROCEDURES**

Drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys orders promptly by the prescribed route as quickly as possible. The teacher in each classroom will give instructions to the students.

### **Specific Rules for Drills**

1. Move quickly and quietly
2. Exit according to plan
3. Stay in assigned designated areas
4. When evacuating, leave belongings behind
5. Turn off lights and close doors
6. Return promptly to assigned class with teacher

### **EMPLOYABILITY SKILLS**

In keeping with the School Board rule regarding employability skills, attendance is part of every student's grade. Twenty percent (20%) of the grade will be based on the development of the following positive work habits: attendance, punctuality, bringing required materials, maintenance of an assignment notebook, completion of homework, appropriate dress for class, attitude of cooperation with staff and students, and time in class devoted to the appropriate task. These skills will be clearly outlined in the course syllabus developed by the instructor of every course. The syllabus will define teacher expectations and methods of documentation.

### **FIGHTING POLICY**

The penalty for being involved in a fight, defined as an exchange of physical blows, (hitting, slapping, pushing, shoving, kicking, physical contact), will be a major out-of-school suspension or possible expulsion. Those students should report any incident immediately to an administrator, teacher or campus security. Students should not take matters into their own hands, so staff and administration can appropriately resolve the issue.

Students who instigate fights but are not actively involved (that is, students who carry rumors, put others up to fighting, carry information back and forth between other individuals who subsequently fight) submit themselves to the same penalties as those who are involved in the fight. Students who are intimidated or harassed by another student should report all information to a staff member or administrator immediately. Fighting will not be tolerated on this campus, on the school bus, or at a school-sanctioned event. School administration will work with our school resource officers regarding possible legal consequences. Students who have videoed an incident and/or shared the video will have similar consequences.

### **FINANCIAL OBLIGATION**

A student owing money for library fines, parking fines, textbooks, etc., must meet his/her obligations when due or make arrangements with an Assistant Principal. Past due obligations will be placed in the student's file. Any student with financial obligations will not be allowed to participate in graduation activities and will not receive their diploma until fines are satisfied.

### **GRADING SYSTEM**

A = 90-100      B = 80-89      C = 70-79      D = 60-69      F = 0-59

See your course syllabus for details regarding individual class grading systems.

### **GRADUATION REQUIREMENTS**

North Port High School is subject to promotion, progression, and graduation policies as mandated by the School Board of Sarasota County and the State of Florida. Specific grade level information is available in the Guidance Office and each student is encouraged to carefully review all requirements for graduation with his/her counselor.

Course	Credits
English	4
Math (including Algebra 1 and Geometry)	4
Science (including Biology)	3
World History (Grade 10)	1
American History (Grade 11)	1
American Government (Grade 12)	.5
Economics (Grade 12)	.5
Practical and Performing Arts	1
HOPE	1
Electives	10
<b>Total</b>	<b>26</b>

#### **\*Additional Requirements:**

One online class, pass 10<sup>th</sup> Grade Reading FSA and Algebra 1 EOC, Minimum GPA: 2.0

#### **HALL PASSES**

No student should be outside the classroom during the school day without a proper pass. It is the student's responsibility to have a pass while outside the classroom. Students found outside of the classroom without a pass will receive an out of assigned area HERO ticket and progressive discipline.

#### **HARRASSMENT/BULLYING**

Harassment and bullying, including cyberbullying, are not tolerated at NPHS. If you are witness to bullying or harassment, or a victim of it, please contact an administrator immediately. For clarification on the district policy please refer to:

[UPDATE >>>http://sarasotacountyschools.net/workarea/DownloadAsset.aspx?id=53254](http://sarasotacountyschools.net/workarea/DownloadAsset.aspx?id=53254)

#### **HOMEWORK POLICY**

See your teacher's website and/or syllabus.

#### **ILLNESS OR INJURY DURING SCHOOL/ADMINISTRATION OF MEDICATION**

Any student too ill to remain in class should report to the school Clinic with a pass. He/she may remain there a short period of time or contact his/her parent for permission to leave school and go home. The Clinic should be notified immediately concerning any injured students. A registered nurse provided by the County Health Dept. is on campus and will counsel any student on health-related issues.



Both prescription and non-prescription medications may be administered during school hours by the school nurse or a trained staff member, provided a completed and signed parental authorization and physician's order is on file with the school. Medication forms must be renewed each school year. Students may not be in possession of any forms of medication while on campus or during any school related activity.

### **INSURANCE (STUDENT)**

A group accident insurance policy is available to every member of the student body at a nominal cost. This school insurance is private coverage and not North Port High School insurance. Every student participating in athletics **MUST** be covered by insurance.

### **PROHIBITED ITEMS ON CAMPUS**

Any item, which may cause an interruption to the academic atmosphere or prove to be a safety hazard, will not be allowed on campus. If a student brings such an item to school, it will be taken and returned only after a parent meeting is held with an administrator. Examples of disruptive or unsafe items would be:

1. Skateboards/Roller skates/Roller blades (items should be placed in athletic office)
2. Laser pointers
3. Knives/Chains/Other weapons
4. Tobacco products/E-Cigarettes/Vapor devices/Dab Pens
5. Alcohol/Controlled substances/Drugs/Prescription or Non-Prescription Medication
6. Lighters/Matches/Paraphernalia
7. Bluetooth speakers
8. Other items deemed by administration or law enforcement to be a disruption or safety concern to the learning environment.

**Violations will result in serious disciplinary actions, which may include an arrest if any criminal law is broken. Examples of such violations would be computer hacking or trespass, harassment, or threats via computer or computer fraud.**

### **LOST AND FOUND**

Any student who finds lost articles is asked to take them to the Attendance Office where the owners can claim them. Items are kept until June of each school year.

### **LUNCH (CLOSED CAMPUS)**

North Port High School is operated under a closed campus policy. This means all students must remain on campus during the school day. No one will be allowed off campus for lunch. Each student shall have 30 minutes for lunch. The school cafeteria has a designated indoor and outdoor eating area where students are supervised. Students who are not in designated areas during their assigned lunch are subject to discipline. **Students MAY NOT order lunch from outside vendors or have food delivered to the school during school hours by their family or friends. Any attempted food deliveries will not be accepted by the front office and North Port High School will not be responsible for any financial loss because of the rejected delivery.**

### **MEDIA CENTER**

Every student enrolled in North Port High School has the privilege of checking out media materials. Three (3) items (not including textbooks) may be checked out for three weeks and may be renewed unless there is a request for the item. Overdue or lost items will result in fines and loss of privileges. All fines must be reconciled prior to graduation.

Computers with Internet access and Microsoft Office are available for research purposes and staff is always on hand to assist. Students need a Media Pass to enter the Media Center during the instructional day but are encouraged to utilize the Media Center before school and after school. The hours of the NPHS Media Center are 7:00 am to 2:45 pm daily. Food and drink are not permitted.

### **PARKING (STUDENTS)**

Students who are interested in parking at North Port High School should be aware of these policies. **PARKING ON CAMPUS IS A PRIVILEGE**. Due to limited space the following regulations will be in effect:

- Parking will be limited and assigned on a first come, first serve basis.
- Any vehicle parked on campus must always display a valid parking decal and be parked in their assigned space.
- Drivers must obey state laws and school policies.
- **No students are allowed in the parking lot during the school day.**
- Violations of school parking and/or driving regulations will result in the loss of parking privilege and non-refundable decal.
- Students with outstanding debts to NPHS will not be eligible for a parking permit.
- Administration may revoke parking privileges at any time in response to attendance or behavioral concerns.

## **PARENT PICK-UP**

A student being picked up or dropped off by his/her parents must use the designated pick-up area that is in the front area of the campus. Parents are strongly encouraged to use the pick-up and drop-off locations in the front of the Gymnasium. **Any student being picked up during the school day must be signed out through the attendance office. During the school day parents should park in a designated visitor's parking space. See the attendance policy for specifics on early dismissal procedures.**

## **PARENT PORTAL FOR STUDENT PROGRESS**

Grades and attendance can be accessed at any time via the parent portal. **Students and parents are strongly encouraged to monitor their academic progress and attendance regularly on the Parent Portal.** Progress reports and report cards are also made available through this portal.

## **REGISTRATION**

It is very important that you select your courses carefully. **The ONLY schedule changes that will be allowed during the FIRST TWO weeks of school are the following:**

- Students who have not taken a course pre-requisite
- Students who have missing classes
- Students who did not get required teacher approval of a course
- Course level placement, academic acceleration
- If you need any help in selecting your classes for next year, please seek the advice of your guidance counselor.

## **RELEASE OF STUDENT EDUCATIONAL RECORDS**

School Board policy prohibits the release of educational records (other than directory information) of a student without written consent of the parent/guardian or student if 18 years of age.

## **REPORT CARDS**

Report cards are available at the end of each nine-week session. The grading periods will end of each quarter.

Report card will be available on the Parent/Student portal approximately 7-9 days after each of these dates. Parents are strongly encouraged to check their student's progress regularly on the Parent Portal.

## **SCHOOL ADVISORY COUNCIL**

The SAC is comprised of members, which include the school principal, teachers, staff, parents, and students. The purpose of the council is to enhance school site decision-making regarding school improvement. Meetings occur the first Monday of each month and are open to the public. All interested parties are invited to attend. See the NPHS website or Facebook page for SAC updates and meeting dates/times.

## **SENIORS' RESPONSIBILITIES**

1. Check for credits and testing requirements with counselor by October 1 of senior year.
2. Purchase your cap and gown.
3. Make written requests to the Guidance Office for college transcripts (must give 10 school days' notice).
4. Provide resume to guidance counselors and teachers at least two weeks' prior for requested letter of recommendation.
5. College applications to selective schools requiring letters of recommendation and secondary school reports must be submitted 10 school days before deadline.
6. It is recommended that all college applications are submitted before Thanksgiving break.
7. Check for possible financial aid.
8. Make sure all obligations have been fulfilled.

## **SCHOOL AND THE LAW**

**FORBIDDEN BY LAW:** (State of Florida or School Board Policy)

- Possession of drugs, paraphernalia, or under the influence of drugs at school or a school activity
- Possession of, or under the influence of alcohol at school or a school activity
- Carrying a knife or any other weapon
- Disruption of school environment
- Serious vandalism or theft
- Physical violence/battery
- (\*The police must be called for these offenses.)

NOTE: It is important that all students and parents understand that certain criminal and/or disruptive behavior must, by School Board Policy and Administrative regulations, be reported to the appropriate police authorities. Any person involved in the use, possession, sale or transmission of controlled substances, paraphernalia, or alcoholic beverages on school premises or at any school sponsored activity, except as prescribed by a licensed physician, will be referred to the appropriate law enforcement agency.

## **SEARCH POLICY**

Upon reasonable suspicion of questionable student conduct, a search of any student property, in which illegally possessed items or objects could be concealed or stored, will be conducted. F.S.S. 232.25

## **TECHNOLOGY USE**

Technology is an integral part of a student's educational experience and must be used in a way that is consistent with the goals of Sarasota County Schools. Technology includes, but is not limited to, computers, smart phones, other electronic devices, software, e-mail, the Internet, other network resources, and cameras. Student use of technology is a privilege; students are responsible for using technology appropriately. This includes the use of school district equipment away from school grounds.

Per *Sarasota County School board policy*, high school students may have cell phones, but they must be turned off in the classrooms unless approved by the teacher for a class project or assignment need. High school students may use their cell phones in designated areas of

campus. NPHS defines designated areas as any campus location before 7:30 am or after 2:15 pm, the cafeteria during their assigned lunch period, and in the hallways during transitions. **Students may not use their cell phones while outside of the classroom during regularly scheduled class time, such as when using the restroom. Students found using any electronic device during a regularly scheduled class period will be subject to progressive discipline.**

**The following are inappropriate and/or illegal uses of technology:**

- Photographing or using photographs of individuals without their knowledge or consent
- Accessing or distributing offensive, inflammatory pornographic or obscene images, language or materials, including screen savers, backdrops, and/or pictures on school district-owned technology or on any other electronic device brought to school
- Transmission of any materials in violation of federal, state, or local law, or School Board policy, regulation, or Code of Student Conduct. This includes, but is not limited to copyrighted material; threatening, obscene, or pornographic material; vandalizing data, test questions and/or answers; student work products; trade secrets; and computer viruses, “worms” or “Trojans”
- Utilizing technology for commercial activities unless explicitly permitted by the School Board
- Downloading and/or printing music, games, videos or inappropriate files during school hours
- Modifying the school district’s original pre-set software or hardware, including, but not limited to: loading software applications not authorized by the school district; changing the computer name; changing or removing operating system and extensions; altering security/filtering software; altering the pre-loaded operating system or application; or taking apart the computer for access to internal parts, accessing or altering password
- Using e-mail, instant messaging, web pages, or other technology operations to threaten, disrupt, or interfere with the safety and welfare of the school community
- Gaining or attempting to gain unauthorized access to the district’s network, computer servers, or data files utilizing district equipment
- Profanity, obscenity, other language which may be offensive to another user, or reposting and copying personal communications without the author’s prior consent, when using computer network access
- Attempting to log on to the district’s network using another person’s identity
- Bypassing or attempting to bypass the district’s filtering software
- Using computers, networks, and online telecommunication systems unrelated to students’ educational systems. This includes the prohibition of plagiarism, reproduction of state- or teacher-made tests, textbooks, teaching materials, non- authored text, cheating and theft of ideas
- Accessing or distributing offensive, obscene, inflammatory, or pornographic material
- Using network access to destroy information that belongs to others
- Copying personal communication to others without the original author’s permission
- Copying software or other copyright-protected materials in violation of copyrights laws
- Using the network for any illegal activity or private business purposes or accessing inappropriate Internet sites
- “Hacking” into the school’s computer systems or unauthorized modification of computer setting. These acts will be considered vandalism and disruption of a school function and will be treated as such
- Using technology to threaten, harass or bully other students or staff

- Using a computer, video, camera or program in any manner other than for appropriate educational purposes

### **TOBACCO/E-CIGARETTES/VAPOR DEVICES**

In compliance with the Florida State Law, which prohibits the sale of tobacco products to anyone under 18 years-of-age, smoking or the use of other tobacco products by any student is prohibited on school grounds. Students who disregard this policy will be referred to an administrator for disciplinary action. Students who are found smoking or in possession are subject to discipline and monetary fines.

### **TRANSPORTATION**

The State of Florida is a “No Fault” State and injuries sustained by your child while on a school bus are covered under your Personal Injury Protection (PIP) coverage provided by your personal automobile policy. Please make sure you contact your automobile insurance carrier to report all injury claims.

### **VISITORS**

A student is not allowed to bring visitors to school. Visitors are a hardship on both teachers and pupils. All visitors are subject to any state laws governing the state of Florida and must provide a driver’s license at the front office check in each time. There will be no student shadowing permitted at NPHS. In the 2020-21 visitors are prohibited on campus.

### **VOLUNTEERS**

We encourage parent involvement here at NPHS and need all parents of every parent booster organization to know that every hour you volunteer is important to us. Please make certain before you volunteer that you sign up electronically and log every hour with our front desk, or your organizations president, leader, etc. These hours earn awards for our school and YOU are the reason we achieve the accolades and awards our school is achieving.

*Any policy or procedure not addressed in this student handbook will defer to the policies set forth by the [Sarasota County School Board Policy](#).*

# Suspicious Activity Reporting App

FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials.

