MIAMI-DADE COUNTY PUBLIC SCHOOL
PARENT/STUDENT HANDBOOK

10250 SW 57TH AVENUE
MIAMI, FLORIDA 33156

305-667-5579

SCHOOL HOURS: 8:35 AM – 3:05 PM

HTTP://PINECRESTELEM.NET

BEFORE /AFTER SCHOOL HOURS: 7:00 AM – 8:15 AM / 1:50 PM – 6:00 PM

FACEBOOK.COM/PINECRESTELEMENTARYSCHOOLOFFICIAL
TWITTER: PESPARROTS
INSTAGRAM: PINECRESTPARROTS

MIAMI-DADE COUNTY PUBLIC SCHOOL
PARENT/STUDENT HANDBOOK

Miami-Dade County Public Schools

The School Board of Miami-Dade County, Florida

Ms. Mari Tere Rojas, Chair

Ms. Monica Colucci, Vice Chair

Mr. Roberto J. Alonso

Dr. Dorothy Bendross-Mindingall

Ms. Mary Blanco

Mr. Danny Espino

Mr. Joseph S. Geller

Ms. Luisa Santos

Alejandro Duran, Student Advisor

SUPERINTENDENT OF SCHOOLS

Mr. Rafael A. Villalobos

SCHOOL OPERATIONS

Dr. Michael A. Lewis
Deputy Superintendent

Mr. Luis E. Diaz
Chief Operating Officer

Vision Statement

We provide a world class education for every student.

Mission Statement

To be the preeminent provider of the highest quality education that empowers all students to be productive lifelong learners and responsible global citizens.

Values

Excellence *- We pursue the highest standards in academic achievement and organizational performance.*

Equity *- We foster an environment that serves all students and aspires to eliminate the achievement gap.*

Student Focus *- We foster an environment that serves all students and aspires to eliminate the achievement gap.*

Innovation *- We encourage creativity and adaptability to new ideas and methods that will support and improve student learning.*

Accountability *- We accept responsibility for our successes and challenges and seek to transparently share our work in an ethical manner, as we strive towards continuous improvement.*

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Miami-Dade County Public Schools
giving our students the world

Superintendent of Schools
Mr. Rafael A. Villalobos

Miami-Dade County School Board

Mari Tere Rojas, Chair
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Luisa Santos

Suzette L. Fraginals
Principal

Maria Mayo
Assistant Principal

Heather Parker
Assistant Principal

August 2026

Dear Parents,

It is with great pleasure that I welcome you to Pinecrest Elementary School for the 2025-2026 school year. We are looking forward to an exciting and successful year with your child.

This handbook has been prepared so that you will have important school information, district procedures and a guide for establishing common understandings and expectations at home and at school. Please review these with your child.

I look forward to working with you for the mutual benefit of our most precious resource, our children. I invite you to become an active member of the P.T.A. and volunteer programs. With your cooperation and support we will help our students have a productive and successful school experience.

Sincerely,

Suzette L. Fraginals

Suzette L. Fraginals
Principal

PINECREST ELEMENTARY

School Mission Statement

Pinecrest Elementary is dedicated to nurturing each student's growth and pursuit of excellence in our dynamic, multicultural and technological world. The Pinecrest Family believes in the unlimited ability of all students to become responsible and contributing citizens. Together we will provide a secure and positive environment to stimulate intellectual development, enhance personal qualities and foster respect for individual differences. As part of our mission to develop the whole child, we are equally dedicated to encouraging creative endeavors, guiding students towards personal and emotional fulfillment and providing health awareness for lifetime fitness. To this end, Pinecrest Elementary School seeks and welcomes the participation of all our community who share in this commitment.

School Vision Statement

In an ever-changing global community, Pinecrest Elementary is dedicated to developing lifelong learners who can cooperatively and successfully compete in a highly competitive technological world.

Feeder Pattern Schools

Elementary Schools	Middle Schools	Senior High Schools
Coral Reef Elementary	Palmetto Middle	Miami Palmetto Senior
Howard Drive Elementary	Southwood Middle	Coral Reef Senior
R.R. Moton Elementary		
Palmetto Elementary		
Perrine Elementary		
Pinecrest Elementary		
Frank C. Martin K-8 Center		
Vineland K-8 Center		

SCHOOL INFORMATION

- ***Bell Schedule***

Grades: Pre-Kindergarten, Kindergarten and First Grade	8:20 AM – 1:50 PM
Grades: Second, Third, Fourth and Fifth Grade	
Monday, Tuesday, Thursday and Friday	8:35 AM – 3:05 PM
Wednesday **ALL GRADES** DISMISS AT:	1:50 PM

- ***Early Sign Out***
  The early release of students causes disruption to the academic performance of all students and may create safety and security concerns. No students shall be released within the final thirty (30) minutes of the school day unless authorized by the Principal or Principal's designee (i.e., emergency, illness).

- ***Late Arrival***
  Students who are tardy to school must report to the Attendance Office located in the Welcome Center to secure an admission pass. Excessive tardies may result in loss of privileges, detention, parent conference, suspension, and/or revoking of out of area transfer.

- ***Lost and Found School Policy***
  Students should take any found items to the bins in the cafeteria corridor or office. If something is lost, be sure to check cafeteria. Mark all personal items brought to school with the student's name for easy identification. Unclaimed articles are donated to needy organizations 4 times per year.

- ***Opening and Closing Hours of Schools***
  8:00 AM – 4:00 PM (Raptor available after 8:30 AM)

- ***Replacement ID Badges***
  All students and staff will be provided with an ID badge for the 2026-2027 school year.

- **The 2026-2027 Academic Calendar and our School Calendar of Events is available on our school website. Please visit:** https://pinecrestelem.net/

Important Dates

- ***Back to School Nights – Open House***

School Level	Window Period	School Date
Elementary/K-8 Centers	**8/24/2026- 8/28/2026**	**8/25/2026**
Middle Schools	**8/31/2026- 9/4/2026**	
Senior High Schools	**9/7/2026- 9/11/2026**	
Special Centers	**9/7/2026-9/11/2026**	

- ***Interim Progress Report & Report Card Distribution (Parent/Student Portal)***

Grading Period	Interim Progress Report Distribution	Report Card Available in the Portal No Later Than
1	**9/18/2026**	**10/23/2026**
2	**11/19/2026**	**1/22/2027**
3	**2/19/2027**	**4/2/2027**
4	**4/30/2027**	**6/10/2027**

- ***School Calendar of Events-*** The 2026-2027 Academic Calendar and our School Calendar of Events is available on our school website. Please visit: https://pinecrestelem.net/

Academic Programs – Student Progression Plan (SPP)
Provides guidance to teachers, school and district administrators, parents and other stakeholders regarding the requirements and procedures for students to progress from one grade to the next, kindergarten through grade 12 and adult education. The information presented in this document is derived from requirements set forth by Florida Statues, State Board of Education Rules and Policies established by The School Board of Miami-Dade County.

Arrival Procedures
No students should be dropped off before 8:00 AM unless enrolled in the YMCA Before School Care. **Students in Pre-Kindergarten and Kindergarten report directly to their classroom.** Student Safety Patrols will assist Pre-Kindergarten and Kindergarten Students who use the 102nd Street carpool by walking them to their classroom.

Students in 1st and 2nd Grade will enter via 104th Street and sit directly outside their classrooms.

Students in 3rd Grade through 5th Grade will will enter via 104th Street and report to the PE shelter. Teachers in these grades will pick up their individual classes at 8:20 AM and walk them to their room.

Supervision is limited prior to 8:00 AM.

On rainy mornings, all students scheduled to report to the PE shelter will wait in the hallways outside their classroom. Children must have plans with parents to go home promptly if they are not waiting for a school bus or enrolled in the YMCA. No supervision is provided after dismissal unless a child is enrolled in the YMCA. The school is not responsible for students after dismissal who are enrolled in the Pinecrest Presbyterian Before & After School Program.

Class will not be interrupted for phone messages to students or teachers. Arrangements for lunch, dismissal, and after school activities must be made in advance at home. Lunches, water bottles, Sweaters, Homework Folders, etc. will not be delivered or accepted, if a child forgets their lunch, ensure funds are kept in the student's lunch account so he/she can purchase lunch in the cafeteria should the situation arise.

Awards

Parents are invited to EOY Award/Completion ceremonies in PK, Kindergarten and 5th Grade. Grades 1-4 assemblies are in-school assemblies **for students only**.

At our EOY awards assemblies the following guidelines are followed:

Pre-Kindergarten	One Certificate of Promotion Award for each student.
Kindergarten	One Certificate of Promotion Award for each student.
First Grade	One Certificate of Promotion Award for each student, Attendance Awards, and Accelerated Reader.
Fifth Grade	One Certificate of Promotion Award for each student Presidential Academic Excellence Awards/Special Awards (see criteria on separate memo)
Grades 2-4	Outstanding Student Award – **One** student from each class will be honored for outstanding achievement in academics, effort, and discipline. This is the student with the highest GPA. In the event of a tie, more than one award may be given per class. Outstanding American Citizenship Award – Grades 2-4: **One** student from each classroom will be honored for this award. Grade 1: **two** students from each classroom will be honored for this award. (All 1's and A's in conduct) Attendance Awards – 100% Perfect Attendance throughout the four grading periods with no more than two tardies per grading period and no more than 8 tardies in total (Use Certificate for Perfect Attendance). Students with Perfect Attendance throughout elementary will receive a special award in 5th Grade. Effort Award – Grades 2-4: **One** student from each classroom will receive the award for demonstrating the most effort throughout the school year. Grade 1: **two** students from each classroom will receive the award for demonstrating the most effort throughout the school year.
Music	**One** Outstanding Student and **One** Most Improved Student Music Award for each class.
Art	**One** Outstanding Student and **One** Most Improved Student Art Award for each class.

PE	**One** Outstanding Student and **One** Most Improved Student Physical Education Award for each classroom.
Spanish	**One** Outstanding Student and **One** Most Improved Student Spanish per classroom chosen by the Spanish/EFL teachers for students in World Language Spanish, and EFL.
SPED & ESOL	SPED and ESOL teacher will be presenting awards for their students to **One** student per grade level who excelled.
Accelerated Reader	**Gold Medal** top point earner in each class **Silver Medal** runner up in top points. **Bronze Medal** most growth on STAR Report Top point earner ties should be broken by reviewing student with the highest percent correct on AR tests.
Shining Super Star	One per homeroom class highlighting the student that exhibits all character values for the year.

Before and After-School Care Program
A before school and after school care program sponsored by the YMCA, is available at Pinecrest Elementary School. The Before School Care Program operates from 7:00 AM – 8:15 AM. The After-School Care Program operates from 2:05 PM - 6:00 PM. For more information, please contact (305) 357-6622, EXT. 1170.

Bring Your Own Device (BYOD)
Bring Your Own Device allows students, parents, staff and guests to integrate the utilization of technology devices at specified times during the instructional day to enhance the learning experience. Examples of the types of technology which can be used are Windows laptops/tablets, Mac laptops, Android tablets, and iPads.

Additional Electronic Devices cellphones/ smartwatches are not allowed. Please refer to student code of conduct. Level I unauthorized use of wireless communication devices.

Clinic
The administration/dispensing of medicines to students by employees of the school system are forbidden unless authorized by a licensed physician and the parent of the student.

Self-administration of medication by the student is also forbidden. Please do not send aspirin, cough medicine, pills, etc. for your child to take on his/her own.

There are certain physical/medical conditions that require daily and periodic medication. Procedures to be followed for these circumstances are stated in the Authorization for Medication form that will be sent home upon request. A new form must be completed every year. All

medications must be sent to the school in the original container. For additional questions regarding medications, please contact Ms. Priscilla Manent in the Main Office.

Closing of School
The emergency closing of a school for any cause, such as weather or in which the safety of individuals may be endangered, is only at the discretion of the Superintendent of Schools.

Cyberbullying
Cyberbullying is a form of bullying that takes place virtually over digital devices such as computers, smartphones, and tablets. Cyberbullying most commonly takes place via social media, texting, instant messaging, and email. Say NO to cyberbullying! If you or someone you know is being bullied, report this information to the Bullying/Harassment Anonymous Hotline at 305-995-CARE (2273). Resources:

- StopBullying.gov

Discrimination/Harassment
The School Board has a prohibition against discrimination/harassment based on sex, race, color, ethnic or national origin, citizenship status, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other basis prohibited by law. Students are encouraged to promptly report incidents of discriminatory or harassing conduct to their Principal or the Office of Civil Rights Compliance (CRC) so that the conduct can be addressed before it becomes severe, pervasive, or persistent. The School Board has also adopted a policy Against Bullying and Harassment with Bullying defined by state law as systematically and chronically inflicting physical harm or psychological distress on one or more students. Complaints of bullying should be reported to the Principal promptly.

Dismissal

- ***Bicycles/Skateboards***
  It is the parent's responsibility to judge if a child is capable of riding a bicycle or skateboard to school safely. Bicycles or skateboards are never to be ridden on school grounds. If your child rides a bicycle or skateboard to school, he/she should know and practice bicycle and skateboard safety rules. All bicycles and skateboards should be securely locked to the bike rack near the Cafeteria or by the P.E. field. There is no way for us to watch the bicycle or skateboard, and loss or theft may occur. Please register your child's bicycle and keep the serial number on hand. Remember helmets are required for safety when riding bicycles. Remind children not to ride their bikes or skateboards on campus.

- ***Rainy Day Dismissal***
  Decide with your child ahead of time what he/she is to do at dismissal time when it is raining. Students may not use the office telephone to contact their parents on rainy days. Be sure your child clearly understands what you want him/her to do on rainy days. During heavy rains or severe weather students may be kept inside and parents should be attentive to messages sent via School App push notifications or e-mails on school messenger service.

- ***Student dismissal***
  - **Pre-K** students are to be dismissed daily on **SW 57th Avenue**.
  - **Kindergarten** students are to be dismissed daily on **SW 102nd Street.**
  - **Grade 1** students are to be dismissed daily on **SW 104th Street.**
  - **Grades 2, 3, 4 Global Tech** students to be dismissed daily on **SW 104th Street.**
  - **Grades 2, 3, 4 Challenge** students to be dismissed daily on **SW 57th Avenue.**
  - **All Grade 5** students are to be dismissed on **SW 102nd Street.**
  - On **Wednesday**, due to early dismissal of all students at 1:50 PM, SW 102nd Street will be used for kindergarten dismissal only. Therefore, Grade 5 students will be dismissed on SW 104th Street.

For families with multiple siblings or carpooling, the older students should walk over to the assigned pick-up area of the younger sibling. This is permitted if the older sibling is in grades 2 – 5. For safety concerns, our Kindergarten and First Grade students will not be dismissed to older siblings.

- ***Student Walkers***
  Student walkers will be issued a pass upon parent request. This request must be placed in writing via email or letter to the Principal. All walkers will be required to show their pass upon exiting.

Early Dismissal
In the case of divorced or separated parents, the enrolling parent shall indicate on the Emergency Student Data Form the individual(s) to whom the student may be released during the school day.

Elevator
The school elevator is to be used by individuals who are handicapped/injured and cannot use the stairs. No student is to ride the elevator unaccompanied without a staff member. For elevator access, please contact Ms. Mayo, Assistant Principal.

Emergency Contact Information
Emergency Student Data Forms are distributed during the first week of school. Students are expected to bring the forms home and present them to their parents/guardians. The form must be carefully completed and returned. The information provided on the Emergency Student Data Forms will enable school staff to contact the parent/guardian immediately in the case of an emergency. Parent/Guardian(s) that provide a cell phone number will receive text messages should an emergency arise. Students may only be released from school to the persons listed on the form after presenting a picture identification. No persons, other than school staff, will have access to the information submitted. Any divorced or separated parent contesting the information in the Emergency Student Data Form may seek assistance from the court governing their divorce, separation, or custody matters to compel the enrolling parent to revise the information. It is the responsibility of the parent/guardian to update the information should any changes take place.

Fieldtrips

All fieldtrips must be approved by the principal and Region Superintendent. Participation in fieldtrips requires that the student present a fieldtrip form signed by the parent/guardian to his/her teacher(s) in advance. In addition, at times vendors who have a "no refund" policy will require schools to pay the full amount of the fieldtrip prior to the event. In this case, students/parents will be notified in advance of the vendor's "no refund" policy.

Grade Reporting

Academic grades are to reflect the student's academic progress based on the competencies/benchmarks for the grade level/course in which the student is enrolled. The grade must not be based upon student's effort and/or conduct.

KINDERGARTEN GRADES	NUMERICAL VALUE	VERBAL INTERPRETATION	GRADE POINT VALUE
E	90-100%	Outstanding progress	4
G	80-89%	Above average progress	3
S	70-79%	Average progress	2
M	60-69%	Lowest acceptable progress	1
U	0-59%	Failure	0

1-12 GRADES	NUMERICAL VALUE	VERBAL INTERPRETATION	GRADE POINT VALUE
A	90-100%	Outstanding progress	4
B	80-89%	Above average progress	3
C	70-79%	Average progress	2
D	60-69%	Lowest acceptable progress	1
F	0-59%	Failure	0
I	0	Incomplete	0

- ***Conduct***

Conduct grades are to be used to communicate to both students and their parents/guardians the teacher's evaluation of a student's behavior and citizenship development. These grades are independent of academic and effort grades.

- ***Grade Point Average***

When calculating the grade for a semester or an annual course, the following grade point averages are to be used:

A = 3.50 and above
B = 2.50 – 3.49
C = 1.50 – 2.49
D = 1.00 – 1.49
F = 1.48 or less

- ***Interim Progress Report***

Interim progress reports must be sent home **at any time** the student is performing unsatisfactorily in academics, conduct, or effort, and are disseminated to all students at mid-grading period.

- ***Honor Roll Qualifications***

Students who are in the Principal's Honor Roll (Q1, Q2, Q3), will be rewards with a breakfast attended by the Principal.

	Principal's Honor Roll	**Regular Honor Roll**	**Citizenship Honor Roll**
Academic	4.0	3.50 – 4.0	
Academic Grades	All As	All As and Bs 3.50 – 4.0	
Effort	All 1s	All 1s and 2s	All 1s and 2s
Conduct	4.0	3.0 or higher	4.0
Conduct Grades	All As	All As and Bs	All As

Homework

Principals are encouraged to work with teachers and parents to implement guidelines found in Homework Policy 2330. Teachers are required to provide students with make-up assignments once the absence has been excused; however, it is the responsibility of the student to request the assignments from the teacher(s).

- Successful homework assignments engage students in purposeful, relevant learning that meets their academic needs. Homework learning activities help students understand concepts, develop thinking skills, and focus on applying their new knowledge. In addition, research indicates that:
- Schools in which homework is routinely assigned and reviewed tend to have higher achieving students. Homework should be checked in a timely fashion, where corrective feedback is given to students.
- Elementary grade homework should focus on establishing study habits and learning skills.
- There is general agreement that the amount of homework increases significantly as a student progresses through school.
- Homework should be necessary and useful, appropriate to the ability and maturity level of students, well explained and motivational, and clearly understood by students and parents.
- The amount of assigned homework should be tied to current subject matter and learner needs based upon level of difficulty to aid in successful completion.
- Giving homework on a regular basis may increase achievement and improve attitudes toward learning.

Homework **will not** be used for the following reasons:

- To discipline or punish students
- To introduce or practice skills the student does not understand
- To assess a students' learning without reference to other work

Homework Time Expectations

Educators have differing opinions on the amount of homework that is necessary for children. School Board policy recommends the following minutes that include assignments for all subject areas and teachers collectively per school day:

- **Kindergarten and Grade 1: thirty (30) minutes;**
- **Grades 2-3: forty-five (45) minutes;**
- **Grades 4-5: sixty (60) minutes**

Guidelines suggest that students should also read for 30 minutes in addition to homework assignments. Additionally, specialized programs such as gifted and/or the Extended Foreign Language Program (EFL) may receive increased levels of homework due to rigorous course work demands.

Homework assignments are aligned to standards and expectations for the grade/course of the students as well as their academic needs. Homework may vary depending on the grade level and specific programs such as SPED, Gifted, or the Extended Foreign Language Program (EFL). Access to technology are taken into consideration. Assignments may be modified to accommodate students who do not have access.

Expectation of Parents

- Contact the teacher early, if the student begins to develop a pattern of late or incomplete work.
- Contact the teacher to clear up any misunderstandings, troubleshoot problems and be better informed about the students' learning progress.

Mealtime Environment

School lunchtime should be an opportunity to encourage healthy lifestyle, promote socialization that will affect early behaviors.

The Department of Food and Nutrition serves healthy means daily. Please visit nutrition.dadeschools.net for details on menus, programs, and services.

- ***Cafeteria Volunteers***
  Volunteers will be allowed, upon completion of a lunch supervision training in grades K-2 only. All volunteers must be **registered every school year.**

- **Cafeteria Rules**
  - Stay in a single line
  - Always use acceptable table manners
  - Discard the trash appropriately when asked to do so by the lunch monitor and/or Security monitor
  - Talk quietly (using indoor voices)
  - Stay in your seat
  - Raise your hand for assistance
  - Follow directions from lunch monitor and/or Security monitor
  - Keep hands, feet, and objects to yourself
  - Please refrain from sending metal silverware/flatware for student safety.

- ***Free Breakfast***
  Miami-Dade County Public Schools offers breakfast free of charge to all M-DCPS Students. The breakfast at no charge is not dependent on the student qualifying for free/reduced price meals at lunch.

- ***Free Lunch Program***
  The USDA Child Nutrition Programs as administered by Miami-Dade County Public Schools provide free lunch for children. In place of the paper application, School Meal Program Brochures are distributed to all students informing parents on the application process and meal program. Parents are encouraged to complete an online application at the Department of Food and Nutrition at mdcpsnutrition.net. Many students are approved through Direct Certification and do not submit a lunch application. If approved for meal benefits, the approval status is valid throughout the school year, the summer, and approximately the first twenty days of the next school year.

- **Category 2: Community Eligibility Provision (CEP)**
  Meal Prices

Breakfast	School Lunch	Prices
All Students No Charge	Elementary Students	$ 4.20
Adults $ 3.00	Middle/Secondary Students	$ 4.20
	Reduced Price lunch, all grade levels	$ 0.40
	Adults	$ 5.50

- ***PAYPAMS***
  Miami-Dade County Public School's Department of Food and Nutrition allows parents/guardians the convenience to pay online for their child's meals with a credit or debit card at paypams.com. Parents/guardians create an account in PayPams for the child, and will be able to access the following:

  a) view the account balance
  b) schedule automatic payments
  c) receive low-balance e-mail reminders
  d) view a report of daily spending and cafeteria purchases

- ***Allergies***
  Parents/Guardians should notify the school of any allergy or other medical condition their child has and request the appropriate forms for completion.

Mental Health Services

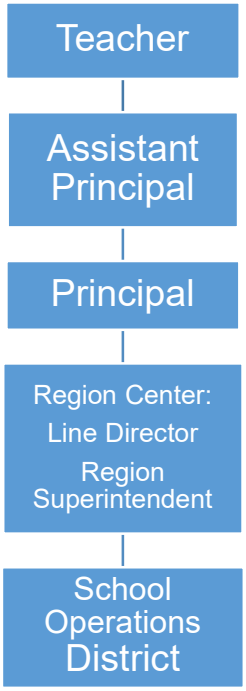
Miami-Dade County Public Schools established The Department of Mental Health Services to ensure the coordination of school and community resources and services to support the specific mental health needs of students. The programs in place provide prevention initiatives and also services for students with pre-existing mental health

challenges. For assistance contact your child's school, the parent assistance line at (305) 995-7100 or visit www.mentalhealthservices.dadeschools.net.

Newsletters
Please visit our school's website and app for all Newsletters. We also ask that you stay informed by providing your e-mail to our PTA to receive our weekly E-Blast Communication.

Parent Toolkits
Back to School Toolkit

Protocol for Addressing Parental Concerns
Parents may generally address their complaints or concerns to the school administration, which may be followed by Region and District department review by appropriate. For issues involving an individual teacher or class, parent/guardian address their concerns to the following individuals in the order below.



Public-Private Collaboration
Requests for private instructional personnel to collaborate with public instructional personnel in the educational setting should be directed to the Principal for application of District procedures.

Recess
Recess is supervised, unstructured playtime where children have choices, develop rules for play and release energy and stress. Recess will be conducted outdoors when weather permits. In the case of inclement weather, appropriate recess activities will be conducted indoors.

Schools shall provide at least 100 minutes of supervised, safe, and unstructured free-play recess each week for students in kindergarten through grade 5, so that there are at least 20 consecutive minutes of free-play recess per day.

Safety and Security

- ***Emergency Operations Plan***

  Student and employee safety is a primary concern of the Miami-Dade County Public School (M-DCPS) System. The Emergency Operations Plan (EOP) was created to provide school personnel with the necessary leadership skills and knowledge needed to respond to critical incidents or other related emergencies that may occur in our schools/community. All schools have a site-specific plan to address all types of critical incidents. These plans address the individual needs of the school and provide guidelines for devising methods for communicating with the staff, students, parents/guardians, and the media during a critical incident or an emergency. Some of the protective action procedures include emergency drills/active shooter drills, the evacuation of students/staff from the building(s), evacuation of the disabled and if necessary the relocation of students/staff from the school campus, lockdown procedures and holding/dismissing students during school and community emergencies. Some important tips for parents/guardians to remember during a Critical Incident are as follows:

  - Remain calm;
  - Monitor media outlets for updates and official messages from M-DCPS;
  - Do not flood the school with telephone calls; and
  - If the school is on lockdown, wait until the lockdown is lifted before going to the school.

  All school administrators, Region Center Superintendents/Directors and all MDSPD Police officers have been adequately trained in the school EOP and are prepared to respond immediately during a critical incident or emergency to provide safety for all children.

  BeSafe Anonymous Reporting System (Insert Flyer)
  http://hoover.dadeschools.net/portable_doc/68128_Be_Safe_Anonymous_Reporting_System_Flyer.pdf

- ***Fire Drills/Evacuation drills***

  Ten fire/Evacuations drills will take place during the school year according to the Miami-Dade County Public Schools Policy and Emergency Procedures. At the sound of the emergency bell, students must stop what they are doing and follow the teacher's instructions. Students must clear the building promptly by the prescribed route. Any student who is in the hallway or the restroom at the sound of the emergency bell must proceed to the nearest exit and locate the teacher. Students, teachers and staff must remain outside the building until permission is given to re-enter.

- **Lockdown Procedures**
  Lockdowns are utilized in response to an immediate threat posed to students and staff. Schools have successfully performed lockdowns in response to police activity adjacent to a facility and potential armed intruders onsite. Students, faculty and staff will comply with all the procedures outlined in the Miami-Dade Public Schools Critical Incident Response Plan and remain on lockdown until a school administrator and/or law enforcement makes an "All Clear" announcement.

- **Threat Assessments**
  Miami-Dade County Public Schools (M-DCPS) has a mandated set of procedures for threat assessment. A threat assessment is a problem-solving approach to violence prevention that involves assessment and intervention with students who have threatened violence in some way. When a preliminary determination is made, by the school administrator or designee, that a student poses a threat of violence or physical harm to him/herself or others is known, a Threat Assessment Team (TAT) shall be notified and shall convene to determine the best course of action. Authorized members of the TAT may obtain criminal history record information, if applicable. Students determined to be at-risk for violence will be referred for mental health services. Threat assessment and disciplinary procedures are separate processes. Regardless of whether a threat is determined to be transient, serious substantive, or very serious substantive, appropriate disciplinary procedures shall be followed in accordance with the Code of Student Conduct.

- ***Visitors***
  Due to legal regulations, students are not permitted to have guests attend school with them at any time. Parents/guardians are always welcome, and tours may be arranged with the principal to view the school. Classroom visits require a request with 24-hour notice. Visitors must first register with security at the main entrance, sign-in, produce photo identification, and then proceed to register in the main office. Anyone who fails to follow these procedures will be considered a trespasser and is subject to arrest.

School Activities/Clubs

All School Activities, clubs, and organizations must be approved by the principal and conform to the district policies 5845 - Student Activities, 5830 - Student Fundraising and 9211 – Parent Organization, Booster Clubs, and Other Fund-Raising Activities.

- ***Clubs***
  Miami-Dade County Public Schools' students may participate in a wide variety of activities, including student council, subject-area clubs, honor societies, service clubs, school publications and class activities. School-sponsored clubs may be curriculum-related or noncurricular-related.

  Curriculum-related clubs are student groups whose goals are an extension of the activities and objectives in a particular subject area within the school's curriculum. Conversely, noncurricular-related clubs are student groups whose goals are special interest oriented

and not directly related to the curriculum. Meetings of noncurricular-related clubs may be scheduled only at times when instruction is not taking place, either before or after school.

- ***School Club List***
  There are two sessions of clubs, Fall and Spring. Please visit the school's website and app for specific information on the list of clubs offered each session.

School Center for Special Instructions (SCSI)
School administrators may elect to assign students to the School Center for Special Instruction (SCSI) as an interim alternative educational setting to suspension from school. SCSI is designed to provide strategies and resources to students focused on learning new behavior skills. When misconduct in a class results in an assignment to SCSI, the student should be reassigned from only the class in which the misconduct occurred. Continued misconduct can result in the reassignment from all classes.

School Class Picture Process
The school class picture monies will no longer be collected by school staff for this activity. Collection of monies will be conducted by the photographer and/or photographer's staff.

At no time, shall a staff member, parent, volunteer, or member of a school-allied organization such as the PTA handle school class picture monies.

School Transportation
Miami-Dade County Public Schools will transport more than 60,000 students a day this school year, using a fleet of 1,300 buses on nearly 1100 school-bus routes. The service is for students who live more than two (2) miles from their assigned school and for special needs students in some instances.

Before school begins, parents/guardians of all students eligible for bus transportation will receive a post card from the school district identifying the student's bus stop and times of pick-up and delivery. Information on student bus assignments will be posted on the Parent Portal at www.dadeschools.net. The information on bus assignments on the Parent Portal is updated each night. Parents/guardians are encouraged to check the Parent Portal throughout the school year to obtain the most current information on their children's bus assignment.

Parents interested in determining their child's transportation eligibility should contact their child's school for information.

Special Education/Section 504
The School Board of Miami-Dade County ensures that all students suspected of having a disability are identified, evaluated, and provided appropriate, specially designed instruction and related services, if it is determined that the student meets the state's eligibility criteria and the parent/ guardian consents to initial placement.

Students who are not eligible for specially designed instruction and related services in accordance with state eligibility categories but have a disability that substantially affects a major life activity may be eligible for accommodations pursuant to Section 504 of the Rehabilitation Act of 1973.

As the parent/guardian of a child with disabilities, you are a very important member of the team that plans your child's education. Be informed and get involved. If you have any questions, please contact your child's school. Staff from the special education department and your child's student service provider will help to answer your questions. Additional information may also be found at http://ese.dadeschools.net/.

Student Records

The education records and personally identifiable information of students are protected by The Family Educational Rights and Privacy Act (FERPA) and the Florida Statutes. These laws provide that without the prior consent of the parent, guardian or eligible student, a student's records may not be released, except in accordance with the provisions listed in the above-cited laws. The laws provide certain exceptions to the prior consent requirement to the release of student records, which include, but are not limited to, school officials with a legitimate educational interest and lawfully issued subpoenas and court orders with notice prior to disclosure. Parents and eligible students are also provided the right to challenge the accuracy of their education records in accordance with the procedures outlined in School Board Policy 8330.

Each school must provide to the parent(s), guardian(s) or eligible student(s) an annual notice in writing of their right to inspect and review student records. Once a student reaches 18 years of age or is attending an institution of post-secondary education, the consent is required from the student only, unless the student qualifies as a dependent under the law.

Student Services

The Division of Student Services provides prevention and intervention services to PK-Adult students throughout the District. These services focus on the elimination of social and emotional barriers that inhibit students' academic success and prepare students to be college and career ready. An integrated team of uniquely trained student services professionals deliver these direct services to students.

Student Success Centers

The Student Success Centers provide an educational setting and safe-haven for referred students (ages 11 and older) exhibiting Level III-IV behavior and (with Region approval) habitual Level II infractions of the Code of Student Conduct.

The Parent Academy

Miami-Dade County Public Schools created The Parent Academy to bridge the gap between home and school by connecting parents to valuable resources and information, which answers questions on topics that impact children's lives, including helping children learn, parenting skills, financial management, and health and wellness.

The Parent Academy supports parents in becoming more involved in their children's education and empowers them to set and achieve personal empowerment goals for higher education and

career advancement by providing free, year-round workshops, classes and events at schools, libraries, parks, colleges, private businesses and neighborhood centers across the county.

Parents can participate in workshops and classes that are aligned to their needs and convenient to their homes and workplaces. Upcoming events and workshop offerings are listed on The Parent Academy website at parentacademymiami.com. For additional information, please call The Parent Academy at 305-995-2680 or The Department of Family Support Services at 305-271-8257.

Transgender and Gender Non-Conforming Students

The School Board of Miami-Dade County has adopted comprehensive anti-discrimination and anti-bullying policies that require all students be treated with respect regardless of their unique characteristics, including sexual orientation or gender identity.[1] Every student has the right to learn in a safe and accepting school environment and schools have a responsibility to provide a safe and nondiscriminatory environment for all students, including transgender and gender nonconforming students.

These guidelines are intended to promote a positive, proactive approach that upholds and protects the rights of transgender and gender nonconforming students; and best practices to ensure that transgender students and gender nonconforming students have equitable access to all aspects of school life (academic, extracurricular and social) in ways that preserve and protect their dignity.

Uniform Policy

As per school board policy 5511, to promote a safe and supportive environment and improve school safety and discipline, all students in K-8 schools shall participate in a mandatory uniform program. This uniform consists of: Navy blue or khaki colored pants, skirts, skorts, shorts or Bermuda shorts. Blue jeans are **not** acceptable. The shirt colors are white, gray, mustard yellow (gold), and kelly green. All tops are to have the Pinecrest school patch. These patches are at the school store. You may purchase your school uniform clothing from Academia Couture Uniforms.

There will be school wide incentives to positively promote uniforms. Parents are encouraged to support the school in this effort.

Additional Information:

1. Closed-toe shoes provide better protection and support for the child's feet. It is requested that sandals and boots not be worn. A closed shoe must be worn for all physical education activities.
2. Large metal taps, metal cleats or wheels on shoes may not be worn.
3. Shoes should be worn at all times during the day as a health and safety precaution.
4. No hats or headscarves may be worn in the school building.
5. Zuca bags are not allowed. *
6. Length of shorts and skirts should be close to length of fingertips.
7. Accessories that cause distraction or detract from uniform expectations may be denied.

*Zuca rolling bookbags are a tripping and safety hazard. Home learning assignments are limited to two (2) textbooks a night and Zuca rolling carts are not needed.

Verifications of Residency
If verification is not provided or acceptable, the Superintendent may verify the student's residence.

Anyone who knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his/her official duty is guilty of a second-degree misdemeanor of the second degree under F.S. 837.06. In addition, anyone who knowingly makes a false verified declaration is guilty of perjury, a third-degree felony under F.S. 95.525

Volunteer Program
The School Volunteer Program is responsible for electronic registration, background checks and trainings of volunteers. There are two different levels of volunteerism.

Level 1- complete a database background check	**Level 2- complete a fingerprint background check**
•Day chaperones (field trips) •PTA/PTSA Volunteer •Teacher Assistant/Classroom •EESAC •Cafeteria Monitors •Guest speaker/Presenter •Library/Storyteller •School Beautification Project •Fine Arts Volunteer	•Certified Volunteers •Mentors •Listeners •Athletic/Physical Education assistants •Overnight chaperones.

Any individual interested in volunteering in Miami-Dade County Public Schools must:

- Show a current valid government-issued identification with picture.
- Show a social security card (check name and number).
- Complete a background check.
- Upon clearance, attend an orientation at the school.

*Each school principal or work site supervisor may set additional policies concerning volunteer involvement. Volunteer Services may be terminated at any time, wither at the discretion of the Principal or Miami-Dade County Public Schools. **Please view School Board Policy 2430- School volunteers.**

APPENDIX A – School Calendar

MIAMI-DADE COUNTY PUBLIC SCHOOLS

2026-2027 SCHOOL CALENDAR

ELEMENTARY AND SECONDARY

JULY 2026				
M	T	W	T	F
		1	2	~~3~~
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

AUGUST 2026				
M	T	W	T	F
~~3~~	~~4~~	~~5~~	○ 6	○ 7
(10)	11	(12)	13	14
17	18	19	20	21
24	25	26	27	28
31				

SEPTEMBER 2026				
M	T	W	T	F
	1	2	3	4
~~7~~	8	9	10	11
14	15	16	17	18
(21)[a]	22	23	24	25
28	29	30		

OCTOBER 2026				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2026				
M	T	W	T	F
2	3	4	5	6
9	10	~~11~~	12	13
16	17	18	19	20
~~23~~	~~24~~	~~25~~	~~26~~	~~27~~
30				

DECEMBER 2026				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	(18)[a]
~~21~~	~~22~~	~~23~~	~~24~~	~~25~~
~~28~~	~~29~~	~~30~~	~~31~~	

JANUARY 2027				
M	T	W	T	F
				~~1~~
4	5	6	7	8
11	12	13	14	(15)[a]
~~18~~	19	20	21	22
25	26	27	28	29

FEBRUARY 2027				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
~~15~~	16	17	18	19
22	23	24	25	26

MARCH 2027				
M	T	W	T	F
1	2	3	4	5
8	9	(10)[a]	11	12
15	16	17	18	19
~~22~~	~~23~~	~~24~~	~~25~~	~~26~~
(29)[a]	30	31		

APRIL 2027				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MAY 2027				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
~~31~~				

JUNE 2027				
M	T	W	T	F
	1	2	3	(4)
○ 7	○ 8	9	10	11
14	15	16	17	~~18~~
21	22	23	24	25
28	29	30		

- △ New Teachers Report
- ◯ Teacher Planning Day
- ◯ District-wide Professional Learning Day
- ◯[a] Teacher Planning Day available to opt
- ~~X~~ Recess Day (10 and 11.5 month)
- ~~X~~ Recess Day
- ▭ Beg/End of Grading Period
- ~~X~~ Legal Holiday
- ~~X~~ Legal Holiday (12-month)
- ○ Available to opt

DAYS IN GRADING PERIOD
1 - 45
2 - 46
3 - 42
4 - 47

180 Days Total

For information on employee opt days, please refer to the back of calendar.

MIAMI-DADE COUNTY PUBLIC SCHOOLS
2026-2027 SCHOOL CALENDAR
ELEMENTARY AND SECONDARY

August 10, 2026	Teacher planning day; not available to opt; no students in school
August 11	Teacher planning day; District-wide Professional Learning Day - not available to opt; no students in school
August 12	Teacher planning day; not available to opt; no students in school
August 13	First day of school; begin first semester
September 7	Labor Day; holiday for students and employees
September 21 *+#	Teacher planning day; no students in school, available to opt
October 16	End of first grading period; first semester
October 19	Beginning of second grading period; first semester
November 3	Teacher planning day; District-wide Professional Learning Day - not available to opt; no students in school
November 11	Veterans' Day; holiday for students and employees
November 23-25	Recess Days (10-month and 11.5-month employees only)
November 26	Thanksgiving; Board-approved holiday for students and employees
November 27	Recess Day for students and employees
December 18*+#	Teacher planning day; no students in school, available to opt
December 21 – January 1, 2027	Winter recess for students and employees with the exception of Fraternal Order of Police and select 12-month employees
January 14	End of second grading period; first semester
January 15 *+#	Teacher planning day; no students in school, available to opt
January 18	Dr. Martin Luther King, Jr.'s birthday; holiday for students and employees
January 19	Beginning of third grading period; second semester
February 15	All Presidents Day; holiday for students and employees
March 10 *+#	Teacher planning day; no students in school, available to opt
March 19	End of third grading period; second semester
March 22-26	Spring recess for students and employees with the exception of Fraternal Order of Police and select 12-month employees
March 29 *+#	Teacher planning day; no students in school, available to opt
March 30	Beginning of fourth grading period; second semester
May 31	Memorial Day; holiday for students and employees
June 3	Last day of school; end fourth grading period; second semester
June 4	Teacher planning day; not available to opt; no students in school

NOTE: Every Wednesday students in elementary schools (Grades 2-5) and K-8 Centers (Grades 2-8) are released one (1) hour early

Job Category	Beginning Date	Ending Date
Teachers new to the system	August 3, 2026	June 4, 2027
Assistant Principals and 10-month clerical	August 3, 2026	June 11, 2027
Cafeteria Managers	August 5, 2026	June 4, 2027
Satellite Assistants	August 7, 2026	June 3, 2027
All Instructional Staff, Paraprofessionals & Security	August 10, 2026	June 4, 2027
Assistant to Cafeteria Managers/MAT Specialists	August 11, 2026	June 3, 2027
Cafeteria Workers (part-time)	August 13, 2026	June 3, 2027

***Teachers/paraprofessionals and school support personnel** may opt to work one or two days, August 6, 7, 2026, or June 7, 8, 2027, in lieu of any one or two of the following days: September 21, 2026, December 18, 2026, January 15, 2027, March 10, 2027, and March 29, 2027. August 11, 2026, and November 3, 2026, are District-wide Professional Learning Days and are not available to opt.

+Teachers new to Miami-Dade County Public Schools may opt to work one or two days June 7, 8, 2027, in lieu of any one or two of the following days: September 21, 2026, December 18, 2026, January 15, 2027, March 10, 2027, and March 29, 2027. August 11, 2026, and November 3, 2026, are District-wide Professional Learning Days and are not available to opt.

#Ten-month secretarial and clerical employees may opt to work one or two days, July 30, 31, 2026 or June 14, 15, 2027, in lieu of any one or two of the following days: September 21, 2026, December 18, 2026, January 15, 2027, March 10, 2027, and March 29, 2027. August 11, 2026, and November 3, 2026, are District-wide Professional Learning Days and are not available to opt.

APPENDIX B – Florida Statues and School Board Policies

View all School Board Policies at: School Board Bylaws & Policies

Academics

- 2235 - MUSIC, ART, AND PHYSICAL EDUCATION
  - Music, art, and physical education are fundamental subjects in the school's curriculum because they contribute to every child's academic and social development. Art and Music education helps level the "learning field" across socio-economic boundaries while strengthening student problem-solving and critical thinking skills and contributing to the overall academic achievement of students.

- 2240 - CONTROVERSIAL ISSUES AND STUDENT EXPRESSION
  - Students are encouraged to participate in discussions, speeches, and other expressions in which many points of view, including those that are controversial, are freely explored. A controversial issue is a topic on which opposing points of view have been promulgated by responsible opinion or likely to arouse both support and opposition in the community.

- 2370.01 – VIRTUAL INSTRUCTION
  - The enrollment period for the District-operated full-time virtual instruction program, Miami-Dade Online Academy, opens in the spring of each school year for a minimum of ninety days and closes thirty days before the first day of the school year.

- 2421 - K-12 CAREER-TECHNICAL EDUCATION PROGRAM
  - Career-technical education is designed to provide career and technical education experiences. These experiences will complement and reinforce academic concepts that are particularly amenable to contextualized learning in a distinct career area and provide occupationally specific skills.

- 2440 - SUMMER SCHOOL
  - The School Board may conduct a summer program of academic instruction for students in grades K-12 and Special Education (SPED) students needing extended school year services as identified in their Individual Education Plan (I.E.P.). The School Board may also choose to implement summer enhancement programs, contingent upon available funding. The School Board shall provide transportation for full-time SPED students and other students as appropriate.

- 2510 – INSTRUCTIONAL MATERIALS AND RESOURCES
  - Parents have the ability to access their child's instructional materials at http://im.dadeschools.net/.

- Additionally, in accordance with School Board Policy 2416, parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student and within a reasonable period of time after the request is received by the building principal.

- 5410 - STUDENT PROGRESSION PLAN
  - Provides guidance to teachers, school and district administrators, parents and other stakeholders regarding the requirements and procedures for students to progress from one grade to the next, Kindergarten through grade 12 and Adult Education. The information presented in the document is derived from requirements set forth by Florida Statutes, State Board of Education Rules and policies established by The School Board of Miami-Dade County.

Accident Reports/Incident Reports/School Safety

- 3213 - STUDENT SUPERVISION AND WELFARE
  - Protecting the physical and emotional well-being of students is of paramount importance. Each instructional staff member shall maintain the highest professional, moral, and ethical standards in dealing with the supervision, control, and protection of students on or off school property

- 5540 - INVESTIGATIONS INVOLVING STUDENTS
  - School administrators shall respond to incidents involving students occurring on school grounds or at school-sponsored events. When conducting an initial fact inquiry, if an administrator suspects that a crime has been committed, they must report the matter to School Police or another appropriate law enforcement agency to assume the investigative responsibilities.

- 5772 - WEAPONS
  - Students are prohibited from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the School Board for the purpose of school activities approved and authorized by the School Board including, but not limited to, property leased, owned, or contracted for by the School Board, a school-sponsored event, or in a School Board-owned vehicle.

- 7217 - WEAPONS
  - Visitors are prohibited from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the School Board for the purpose of school activities approved and authorized by the School Board including, but not limited to, property leased, owned, or contracted for by the School Board, a school-sponsored event, or in a School Board-owned vehicle.

- 8405 - SCHOOL SAFETY
  - The School Board is committed to maintaining a safe and drug-free environment in all of the District's schools. School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of School District personnel, law enforcement agencies, and families. School administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.

- 8410 - CRITICAL INCIDENT RESPONSE/EMERGENCY PROCEDURES
  - The District Critical Incident Response Team (DCIRT) is responsible for assisting schools with emergencies/critical incidents as needed and coordinate District resources.

- FLORIDA STATUTES, SECTION 943.082 – SCHOOL SAFETY AWARENESS PROGRAM
  - FortifyFL is a suspicious activity reporting tool that allows users to instantly relay information to appropriate law enforcement agencies and school officials. FortifyFL was created and funded by the 2018 Florida Legislature as part of the Marjory Stoneman Douglas High School Public Safety Act. It is available for free download from the Apple App Store and Google Play Store. It may also be accessed from the Dadeschools.net homepage, as well as the student, parent, and employee portal pages. A link to FortifyFl has also been placed on each school site information page.

Admission, Registration and Immunization Requirements

- 5112 - ENTRANCE REQUIREMENTS
  - Establishes the admission and registration requirements for students entering school. The following documents and forms are to be provided upon initial registration:
    - Original birth certificate
    - Verification of age and legal name
    - Proof of a physical examination by an approved health care provider including a tuberculosis clinical screening, appropriate follow-up, and a certificate of immunization
    - Two (2) verification of parent/legal current residence (address)

- 5114 - FOREIGN STUDENTS
  - Entry requirements into schools are the same for all students, regardless of country of birth and immigration status. All students will register at the school of the actual residence of the parent in the attendance area as approved by the School Board.

- 5320 – IMMUNIZATION
  - All students shall be immunized against polio, measles-mumps-rubella (MMR) diphtheria, pertussistetanus (DTaP), hepatitis B, and varicella (chicken pox). Student's with a documented history of the varicella (chicken pox) disease are not required to receive the varicella vaccine. This policy applies to students who currently attend school in the District and those eligible to attend.
  - A student who has not completed the required immunization will not be admitted to school.
  - Students may receive the Haemophilus Influenzae vaccine during school hours for free. Parents/Guardians MUST provide consent. Parents/guardians should contact their child's school to determine when the flu vaccine will be offered at their child's school.

Animals on District Property

- 8390 - ANIMALS ON DISTRICT PROPERTY
  - Service animals as required by law are permitted in schools. "Service animals" pursuant to 28 C.F.R. 35.104, means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability.
  - All animals, including service animals, housed on District property or brought on District property on a regular basis must meet every State and County veterinary requirement, including but not limited to, rabies vaccination or other inoculations required to be properly licensed.
  - Students are not allowed to bring pets to school.

Anti-Discrimination Policy

- 1362, 3362 & 4362 - ANTI-DISCRIMINATION/HARASSMENT
  - The School Board will vigorously enforce its prohibition against discrimination/harassment based on sex, race, color, ethnic or national origin, citizenship status, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other legally prohibited basis.
  - This policy provides the steps to individual complaints of discrimination of harassing conduct and the process for addressing the complaints.

- 5517 – ANTI-DISCRIMINATION/HARASSMENT (STUDENTS)
  - The School Board shall comply with all Federal laws and regulations prohibiting discrimination/harassment based on sex, race, color, ethnic or national origin, religion, marital status, disability, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other basis prohibited by law and all requirements and regulations of the U.S. Department of Education. The School Board will enforce its prohibition against such discrimination/harassment against students by other students in accordance with School Board Policies 5517 and 5517.02. This policy prohibits discrimination and harassment at all School District operations, programs, and activities on school property, or at another location if it occurs during an activity sponsored by the School Board.

- 5517.01 – BULLYING AND HARASSMENT
  - The School Board is committed to providing a safe learning environment for all students and shall strive to eradicate bullying and harassment in its schools, with bullying defined as systematically and chronically inflicting physical hour or psychological distress on one or more students.
  - The School Board is committed to providing awareness, prevention, and education in promoting a school atmosphere in which bullying, harassment, and intimidation will not be tolerated by students, School Board employees, visitors, or volunteers.
  - This policy provides the steps to individual complaints of bulling and harassment and the process for addressing the complaints.

- 5517.02 - DISCRIMINATION/HARASSMENT COMPLAINT PROCEDURES FOR STUDENTS
  - Students and parents are encouraged to promptly report complaints of discriminatory or harassing conduct to their Principal. Additionally, they may file the complaint directly with the Region Office or the District's Office of Civil Rights Compliance (CRC).
  - All complaints involving student to student harassment, including sexual harassment, will be first investigated at the school site. If such complaints are made directly to the District Office, the Region Office or the CRC Office, they will be referred to the school site for the initial investigation. Complaints involving harassment, including sexual harassment, of a student by an employee or other representatives of the school system will be investigated by the CRC Office.
  - This policy provides the steps to individual complaints of discrimination and harassment based on protected categories and the process for addressing the complaints.

Attendance Policy/School Hours

- 5200 – ATTENDANCE
  - Student attendance is a means of improving student performance and critical in raising student achievement. Together, the staff of Miami-Dade County Public Schools, students, parents and the community must make every effort to lessen the loss of instructional time to students.

- 5225 - ABSENCES FOR RELIGIOUS HOLIDAYS
  - Student absences for religious purposes, as identified on the approved holidays listed in the Student Attendance Reporting Procedures PK-12 Handbook, may not prohibit students from receiving attendance awards or other attendance incentives at the school level, region level, or District level.

- 5230 - LATE ARRIVAL AND EARLY DISMISSAL
  - Students shall be in attendance throughout the school day. If a student will be late to school or dismissed before the end of the school day, the parent shall notify the school in advance and state the reason for the tardiness or early dismissal. Justifiable reasons shall be determined by the principal. Students will be counted absent if they are not present in class for at least half of the class period. To be counted "present" for the day, the student must be in attendance for a minimum of two hours of the day unless extenuating circumstances exist.

  - The parent – and in the case of divorced or separated parents, the enrolling parent shall indicate on the Emergency Student Data Form the individual(s) to whom the student may be released during the school day.

- 8220 - SCHOOL DAY
  - The Superintendent shall annually establish the hours of the school day. The Superintendent may authorize exceptions from the regular school day.
  - The Superintendent may close the schools, delay the opening of school, or dismiss school early when such alteration in the regular session is required for the protection of the health and safety of students and staff members.

Ceremonies & Observances

- 8800 - RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES
  - Acknowledgement of, explanation of, and teaching about religious holidays of various religions is permitted. Celebration activities involving nonreligious decorations and use of secular works are permitted, but it is the responsibility of all faculty members to ensure that such activities are strictly voluntary, do not place an atmosphere of social compulsion or ostracism on minority groups or individuals, and do not interfere with the regular school program.

Class Size

- CLASS SIZE STATE STATUTE
    - Florida citizens approved an amendment that set limits on the number of students in core academic classes in public schools. The amendment requires classes to be in compliance at the class level. However, pursuant to language passed by the 2013 Florida Legislature in HB 7009 and subsequently approved by the Governor, amending Florida Statute 1002.31, Public School Parental Choice, the calculation for compliance with class size limits pursuant to Florida Statute 1003.03 for a school or program that is a public school of choice is measured by the average number of students at the school level.

Clinic

- 5330 – USE OF MEDICATIONS
    - The School Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or the child is disabled and requires medication to benefit from his/her educational program.

Code of Student Conduct

- 2451 - ALTERNATIVE SCHOOL PROGRAMS
    - The Superintendent may provide alternative education programs for students who, in the opinion of the Superintendent, will benefit from this educational option. Participation in an alternative program does not exempt the student from complying with school attendance rules or the Code of Conduct.

- 5136.02 - SEXTING
    - Sexting is the act of sending or forwarding through cellular telephones and other electronic media sexually explicit, nude, or partially nude photographs/images. [add something about disciplinary measures] It is the District's mission to ensure the social, physical, psychological, and academic well-being of all students. The educational purposes of the schools are best accomplished in a climate of student behavior that is socially acceptable and conducive to the learning and teaching process.

- 5500 - STUDENT CONDUCT AND DISCIPLINE
    - The Code of Student Conduct (COSC) is aligned to local, state, and federal mandates with an emphasis on promoting a safe learning environment to ensure academic success. The Code of Student Conduct sets the standards of conduct expected of students in a purposeful safe learning environment which the principles of care, courtesy, civility, fairness, acceptance of diversity, and respect

for the rights of others is valued. It also addresses the role of the parents/guardians, the students, and school, but also focuses on core values and model student behavior, rights and responsibilities of students, addressing student behavior, and disciplinary procedures.

- Furthermore, it should also be noted that behaviors committed on or off the school campus may be violations of the COSC and may also be violations of Florida law. These violations may result in disciplinary actions imposed by local law enforcement authorities, in addition to those of the school/district. The Superintendent, principals, and other administrators shall assign discipline/corrective strategies to students, including assignment to an interim alternative educational setting pursuant to the Code of Student Conduct and, in accordance with the student's due process rights.

- 5511 - DRESS CODE AND SCHOOL UNIFORMS
  - Students are expected to come to school with proper attention having been given to personal cleanliness, grooming, and neatness of dress. Students whose personal attire or grooming distracts the attention of other students or teachers from their school work shall be required to make the necessary alterations to such attire or grooming before entering the classroom or be sent home by the principal to be properly prepared for school. Students who fail to meet the minimum acceptable standards of cleanliness and neatness as determined by the principal and as specified in this policy shall be subject to appropriate disciplinary measures.

Digital Conversion/Social Media

- 7540.03 - STUDENT RESPONSIBLE USE OF TECHNOLOGY, SOCIAL MEDIA, AND DISTRICT NETWORK SYSTEMS
  - The School Board provides students access to a large variety of technology and network resources which provide multiple opportunities to enhance learning and improve communication within the school district and the community. All users must, however, exercise appropriate and responsible use of school and District technology and information systems. Users include anyone authorized by administration to use the network. This policy is intended to promote the most effective, safe, productive, and instructionally sound uses of network information and communication tools.

Equal Opportunity

- 2260 - NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
  - The School Board shall provide equal opportunity for all students and will not discriminate or tolerate harassment in its educational programs or activities on any basis prohibited by law or School Board Policy.

- 5111.01 - HOMELESS STUDENTS
    - Homeless children and youth, including those who are not currently enrolled in school due to homelessness, shall have equal access to the same free appropriate public education and preschool education programs in the same manner as all other District students. Additionally, homeless students shall have access to other services needed to ensure an opportunity to meet the same challenging State academic standards to which all students are held and to fully participate in the District's academic and extra-curricular activities for which they meet relevant eligibility criteria.

Fieldtrips/School Social Events

- 2340 - FIELD AND OTHER DISTRICT-SPONSORED TRIPS
    - Field trips should supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools, arouse new interests among students, help students relate school experiences to the reality of the world outside of school, bring the resources of the community - natural, artistic, industrial, commercial, governmental, educational - within the student's learning experience, and afford students the opportunity to study real things and real processes in their actual environment.
    - Other District-sponsored trips are defined as any planned, student-travel activity approved as part of the District's total educational program and is under the direct supervision and control of an instructional staff member or any advisor designated by the Superintendent.

- 5850 - SCHOOL SOCIAL EVENTS
    - School facilities and appropriate staff will be made available for social events approved by the principal within and outside school facilities.

- 8640 - TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED TRIPS
    - Regular or special-purpose school vehicles shall be used for transportation on field and other District-sponsored trips.

Financial Obligations

- 6152 - STUDENT FEES
    - The School Board may levy certain charges to students to facilitate the utilization of adequate, appropriate learning materials used in the course of instruction.

Food & Nutrition/Wellness Policy

- 8500 - FOOD SERVICES
    - The Food and Nutrition service program strives to provide school food services consistent with the nutritional needs of students and provide school food services that contribute to the student's educational experiences and the development of desirable eating habits.

- 8510 - WELLNESS POLICY
  - The District is committed to providing a healthy environment for students and staff within the school environment, recognizing that individuals must be physically, mentally, and socially healthy in order to promote wellness and academic performance.
  - The District focuses on achieving five goals: nutrition, physical education, physical activity: recess, health & nutrition literacy and preventive healthcare.

- 8531 - FREE AND REDUCED-PRICE MEALS
  - All students determined to be economically needy shall be provided upon request a free or reduced price meal or meals at school.

Fundraising

- 5830 – STUDENT FUNDRAISING
  - Student fundraising by students is limited in order to prevent disruption and includes student solicitation and collection of money for any purpose including collection of money in exchange for tickets, papers, or any other goods or services. Student fundraising in school, on school property, or at any school-sponsored event is permitted only when the profit is to be used for school purposes or for an activity connected with the schools.
  - No student, school organization, or member of the school staff may solicit funds in the name of the school from the public for any purpose without prior approval of the school principal and the Region Superintendent or his/her designee. All approvals must be in writing using the approved District forms and must be retained at the school for audit purposes.

- 6605 – CROWDFUNDING
  - Crowdfunding activities aimed at raising funds for a specific classroom or school activity, including extra-curricular activity, or to obtain supplemental resources (e.g., supplies or equipment) that are not required to provide a free appropriate public education to any students in the classroom may be permitted, but only with the specific approval by the principal and the region administrator. Crowdfunding for specific causes requires the approval of the Superintendent or his/her designee.

- 9211 - PARENT ORGANIZATIONS, BOOSTER CLUBS, AND OTHER FUND-RAISING ACTIVITIES
  - The School Board appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students and/or provide extra educational benefits.

Health Screening

- 2410 - SCHOOL HEALTH SERVICES PROGRAM
  - The health services provided by the District shall supplement, not replace, parental responsibility, and shall appraise, protect, and promote student health. These services shall be designed to encourage parents to devote attention to child health, to discover health problems, and to encourage the use of the services of physicians, dentists, and community health agencies as needed.
  - Vision, hearing, scoliosis, and growth and development screenings are conducted based on mandated grade levels. Screenings do not substitute a thorough examination in a medical providers office. Parents/guardians must provide the school with written notification if you **do not** want your child to participate in the screening program.

Homework

- 2330 - HOMEWORK
  - Homework is an essential component of the learning process for students with the assignment of meaningful learning activities. Assignments should be based on learning outcomes that build students' conceptual understanding, develop thinking skills, and focus on the application of knowledge.

Internship

- 2424 - STUDENT INTERNSHIPS
  - Student participation in an internship program authorized by the High School to Business Career Enhancement Act may serve as a positive educational experience and provide a foundation for future employment opportunities.

Parent Choice Student Transfers

- 2431 - INTERSCHOLASTIC ATHLETICS
  - All activities relating to competitive sport contests, games, or events involving individual students or teams of students from high schools in this District with those from a high school in another district.
  - All high schools shall be members of and governed by the Florida High School Athletic Association (FHSAA) rules and regulations and shall comply with the eligibility requirements established by the FHSAA.

- 5120 - STUDENT SCHOOL ASSIGNMENT AND ATTENDANCE BOUNDARY COMMITTEE
  - The assignment of students to District schools shall be consistent with the best interests of students and the best use of District resources.

- 5131 – CONTROLLED OPEN ENROLLMENT/PARENT / STUDENT TRANSFERS
  - This policy governs all regular school transfers from one (1) school to another, except for transfers to magnet schools and programs that are subject to specific

admissions requirements and/or random lotteries that are governed by School Board Policy 2370, Magnet Programs/Schools.
  - Controlled Open Enrollment allows the School District to make K-12 school assignments using parents indicated preferential educational choice in-county and out-of-county. This section of the policy does not apply to charter schools. Charter schools must adopt their own controlled open enrollment plan.
  - Controlled Open Enrollment is active during a specific window period between end of year and the subsequent school year.

Parent Involvement

- 2111 - PARENT INVOLVEMENT– A HOME-SCHOOL-DISTRICT PARTNERSHIP
  - A collaborative environment is encouraged in which the parents and families of District students are invited and encouraged to be involved stakeholders in the school community. This policy establishes the framework and responsibilities for implementation of strategies to increase family and community involvement. A copy of this policy must be distributed to all parents.

- 9210 - PARENT ORGANIZATIONS
  - The Parent-Teacher/Parent-Teacher-Student Associations (PTA/PTSA) in the District are acknowledged as sincerely interested in, and staunch supporters of public education in Miami-Dade County.

Pledge of Allegiance

- 8810 - THE AMERICAN FLAG
  - The Pledge of Allegiance shall be recited at the beginning of the day in every school.
  - A student has the right not to participate in reciting the pledge. Upon written request by his/her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his/her heart.

Privacy

- 2416 - STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION
  - Parents have the right to inspect, upon request, a survey or evaluation created by a third party or any instrument used in the collection of personal information before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation or instrument within a reasonable period of time after the request is received by the principal.

Schools of Choice/Magnet Schools

- 2370 - MAGNET PROGRAMS/SCHOOLS
  - Magnet programs/schools broaden public school choice, stem declining enrollment, mitigate overcrowding, help comply with Federal and State-mandated public school choice provisions, accommodate parent/student interest, improve

the quality of education, and promote diverse student enrollments. Magnet programs/schools are unique educational programs operating within the District, for which additional resources and/or ancillary services may be provided to help make such educational experiences available to students beyond a single attendance boundary area.

School Transportation/Bus Safety Conduct

- 8600 – TRANSPORTATION
  - Students living more than two miles from their home school will be eligible for District-provided bus transportation. Students who attend school out of their home school zone will not be eligible for District-provided transportation.

Special Education/Section 504

- 2260.01 SECTION 504 PROCUDURES FOR STUDENTS WITH DISABILITIES
  - A student is entitled to a free appropriate public education FAPE and may be entitled to Section 504 accommodations if s/he has a physical or mental impairment that substantially limits one (1) or more major life activities.

- 2460 – EXCEPTIONAL STUDENT EDUCATION
  - The School Board shall provide a free, appropriate, public education for students with disabilities according to State and Federal laws, rules, and regulations and shall implement the procedures document entitled Exceptional Student Education Policies and Procedures.

- FLORIDA STATUTES, SECTION 1003.572 - PUBLIC-PRIVATE COLLABORATION
  - Parents who wish to request public-private collaboration in the educational setting should direct requests to the Principal for application of District procedures. Requests should be made in writing on District forms and specify the purpose of the collaboration. The principal will review requests and provide approval in accordance with statutory guidelines.

Student Activities

- 5845 - STUDENT ACTIVITIES
  - All clubs and organizations approved by the principal to operate within the school must comply with this district policy. A student who wishes to represent the school through interscholastic competitions or performance must comply with the criteria set forth in policy.

Student Records/Access to Student Records

- 8330 - STUDENT RECORDS
  - Parents and eligible students have the right to access education records, including the right to inspect and review those records, and have the right to waive their access to their education records in certain circumstances. Prior written

consent of the parent, guardian, or eligible student shall be obtained prior to disclosing personally identifiable student information, except under certain circumstances.

- 8350 - CONFIDENTIALITY
  - A student's educational record and all personally identifiable information shall not be properly released except on the condition that the information being transferred will not be subsequently released to any other party without first obtaining the consent of the parent or adult/eligible student.

Student Services

- 2290 - CHARACTER EDUCATION
  - The School Board shall assist all students in developing the core values and strength of character needed for them by to become caring, responsible citizens at home, school, and in the community. There are nine core values that form the basis for the character education program. These values are Citizenship, Cooperation, Fairness, Honesty, Kindness, Integrity, Pursuit of Excellence, Respect, and Responsibility.

- 5530 - DRUG PREVENTION
  - Schools shall strive to prevent drug abuse and help drug abusers through educational means.
  - The use, possession, concealment, or distribution of any drug or any drug-related paraphernalia, or the misuse of a product containing a substance that can provide an intoxicating or mood-altering effect or the misuse of any "over-the-counter" medications or substances are prohibited on school grounds, on school vehicles, and at any school-sponsored event.

- FLORIDA STATUTES, SECTION 1006.07(7)
  - The Marjory Stoneman Douglas Act, among other things, requires the school district to form Threat Assessment Teams at each school to coordinate resources and assessment and intervention with individuals whose behavior may pose a threat to the safety of school staff of students.

Title I – Schoolwide Program

- 2261 - TITLE I SERVICES
  - The School Board shall augment the educational program of disadvantaged students through the use of Federal funds, in compliance with all Federal or statutory requirements as outlined in the Elementary and Secondary School Improvement Act of 1965 and its amendments.

Technology

- 7540 – COMPUTER TECHNOLOGY AND NETWORKS
  - The School Board is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of Board operations. The School Board prohibits any access and use of social media by students and staff members from the District's network, except to the District's collaboration sites and/or approved sites as directed by the Superintendent.

- 7540.01 – TECHNOLOGY PRIVACY
  - All computers, telephone systems, electronic mail systems, and voice mail systems are the District's property and are to be used primarily for business purposes. The District has the right to access and review all electronic and voice mail, computer files, data bases, and any other electronic transmissions contained in or used in conjunction with the District's computer system, telephone system, electronic mail system, and voice mail system.

- 7540.03 – STUDENT RESPONSIBLE USE OF TECHNOLOGY, SOCIAL MEDIA, AND DISTRICT NETWORK SYSTEMS
  - The School Board provides students access to a large variety of technology and network resources which provide multiple opportunities to enhance learning and improve communication within the school district and the community. All users must, however, exercise appropriate and responsible use of school and District technology and information systems. Users include anyone authorized by administration to use the network. This policy is intended to promote the most effective, safe, productive, and instructionally sound uses of network information and communication tools.

- 7540.06 – STUDENT ELECTRONIC MAIL
  - This policy establishes the use of District student electronic mail (e-mail) system by students, their parents and others and applies to any and all electronic messages composed, sent or received by anyone using the District's student e-mail system. Authorized users of e-mail are students, their parents and any other individuals or groups issued District student e-mail accounts

Threat Assessments

- FLORIDA STATUTES, SECTION 1006.07(7)
  - The Marjory Stoneman Douglas Act, among other things, requires the school district to form Threat Assessment Teams at each school to coordinate resources and assessment and intervention with individuals whose behavior may pose a threat to the safety of school staff of students.

Visitors

- 9150 - SCHOOL VISITORS
    - Parents, other adult residents of the community, and interested educators are encouraged to visit schools. All visitors must present identification that will be processed through the District's RAPTOR system prior to being permitted entry into the school grounds.
    - The Principal has the authority, however, to prohibit the entry of any person to a school or expel any person when there is reason to believe the presence of such person would be detrimental. If an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request assistance from School Police or the local law enforcement agency to remove the individual. A visitor's refusal to adhere to the school principal's directive to leave the school grounds, will subject the visitor to arrest.

Volunteer Program

- 2430.01 - SCHOOL VOLUNTEERS
    - The School Board recognizes that certain programs and activities can be enhanced through the use of volunteers who have knowledge or skills that will be helpful to members of the school staff who are responsible for the conduct of those programs and activities. A school volunteer is any non-compensated person who may be appointed by the Superintendent or his/her designee. School volunteers may include, but are not limited to, parents, senior citizens, students, and others who assist the teacher or other members of the school staff.

APPENDIX C – Disclosure at Time of Registration

Clear Form

MIAMI-DADE COUNTY PUBLIC SCHOOLS

DISCLOSURE AT TIME OF REGISTRATION

Chapter 1006.07 (1)(b), requires that any student seeking admission to a public school in the State of Florida will provide the following information at the time of initial registration:

1) **Has the student ever been expelled from any school, in or out of the State of Florida?**

YES ☐ NO ☐

If your answer to question 1 is "YES", please list each and every instance for which the student was expelled.

2) **Please state whether the student has ever been arrested where the arrest resulted in the student being formally charged. If your answer is "YES", please list each and every arrest which resulted in a formal charge.**

3) **Please state whether the student has ever been involved as a party in a case before the Juvenile Justice System? If so, state each action taken by the Juvenile Justice System which involved the student.**

4) **Please state whether the student has any corresponding referrals to mental health services related to your answers to Questions 1, 2 and 3. If yes, please list them.**

Student's Name _____ ID. # _____
(Please Print)

Ethnic Hispanic _____ (Y/N) (Check all that apply) Race: White ☐ Black ☐ Asian ☐ American Indian ☐ Native Pacific Islander ☐

Date of Birth _____ Parent's/Guardian's Name _____

Address _____

Signature (Parent/Guardian) _____

Signature (Student) _____ Date Signed _____

FM-5740E Rev. (08-19)