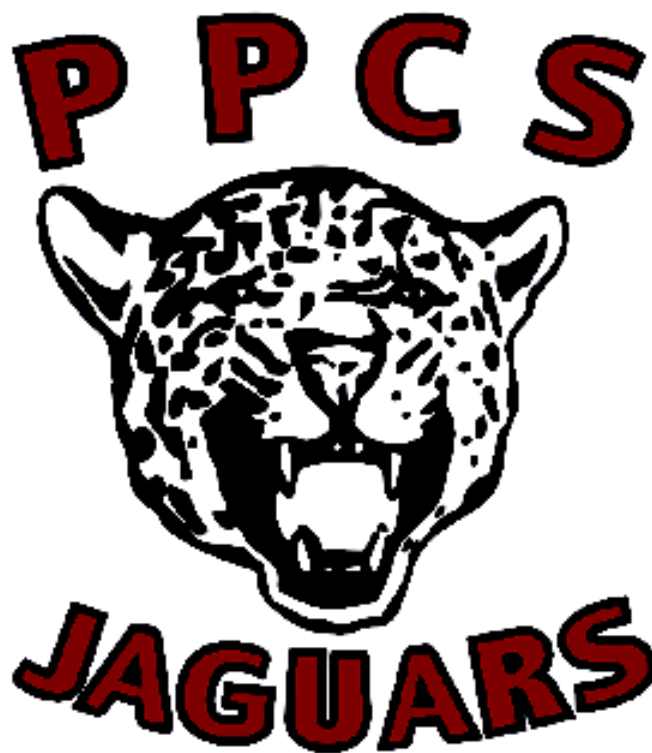




Pembroke Pines Charter Schools

Parent and Student Handbook 2022-2023



Central Campus Middle School

Empowering Students for the Possibilities of Tomorrow

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Introduction

This handbook has been prepared to explain and clarify the procedures, policies, and regulations at Pembroke Pines Charter Schools Central Campus. Communications between the school and the home are a vital part of today's educational scene. To meet the needs of our students, it is essential that we make every effort to communicate openly and frequently. We shall endeavor to ensure the success of our students through our reporting procedures, formal/informal parent-teacher communication, and by using the Focus program to send emails to parents regarding student progress and teacher expectations. We, at the Central Campus, are committed to sustaining a supportive school culture.

It is equally important to keep teachers informed of any developments which might influence your child's performance at school. Frequently, parents are reluctant to call the school with information or questions; however, we welcome and encourage your involvement. The information you share with us will help to better meet the needs of your child. If, as parents and guardians, you are uncertain of anything, please do not hesitate to contact us.

This Parent and Student Handbook provides you and your child with necessary information including promotion requirements, expectations, rights, and responsibilities. We expect that you and your child will go over the contents of this handbook. It is our hope that every student has a very successful school year.



Vision

Our vision, as a community, is to cultivate character and foster life-long learning through a challenging educational experience in a safe environment.

Mission

It is our mission to prepare students to succeed in a global society by providing a personalized and rigorous curriculum through excellence in teaching.

Purpose

Empowering students for the possibilities of tomorrow.



Contact Information

Address

Pembroke Pines Charter Middle School – Central Campus
 12350 Sheridan Street
 Pembroke Pines, FL 33026

Main Phone Number

954-322-3300

Fax Number

954-322-3383

Office Hours

Monday – Friday 8:00 AM – 4:00 PM

School Administration

Mr. Sean Chance.....Principal
 Dr. Linda Montoto.....Assistant Principal
 Ms. Jill Bear.....School Counselor



Central Campus Middle School Bell Schedule

Full Day Block Schedule

“Odd” Day	Time	“Even” Day	Time
<i>Teacher Planning</i>	8:00 – 8:45	<i>Teacher Planning</i>	8:00 – 8:45
Homeroom/SSR	8:45 – 9:05	Homeroom/SSR	8:45 – 9:05
Period 1	9:10 – 10:55	Period 2	9:10 – 10:55
Period 3	11:40 – 1:25	Period 4	11:40 – 1:25
<i>Lunch A Grade: 6th & 7th (half)</i>	11:00 – 11:35	<i>Lunch A Grade: 6th & 7th (half)</i>	11:00 – 11:35
<i>Lunch B Grade: 7th(half) & 8th</i>	12:50 – 1:25	<i>Lunch B Grade: 7th(half) & 8th</i>	12:50 – 1:25
Period 5	1:30 – 3:15	Period 6	1:30 – 3:15
<i>Dismissal</i>	3:15 – 3:30	<i>Dismissal</i>	3:15 – 3:30

Early Release Day Schedule

Time	
Teacher Planning	8:00 – 8:45
Period 1/2/5	8:45 – 10:05
Lunch A	10:10 – 10:45
Period 3/4/6 Teachers with A lunch	10:50 – 12:30
Period 3/4/6 Teachers with B lunch	10:10 -11:50
Lunch B	11:55 – 12:30
Homeroom	12:35 – 12:45
Dismissal	12:45 – 1:00



August

Tuesday August 9 – 15, 2022 Teacher Planning Days
 Tuesday August 16, 2022 First Day of School

September

Monday September 5, 2022 Schools Closed
 Monday September 26, 2022 Schools Closed

October

Wednesday October 5, 2022 Schools Closed
 Thursday October 20, 2022 Early Release Day, End of 1st Quarter
 Friday October 21, 2022 Teacher Planning Day – No School for Students

November

Tuesday November 8, 2022 Teacher Planning Day – No School for Students
 Thursday November 11, 2022 Schools Closed
 Monday-Friday Nov. 21–Nov. 25, 2022 Thanksgiving Week – Schools Closed

December

Monday-Friday Dec. 26-Dec. 30, 2022 Winter Break – Schools Closed

January

Monday-Friday January 2-January 6, 2023 Winter Break – Schools Closed
 Thursday January 12, 2023 Early Release Day, End of 2nd Quarter
 Friday January 13, 2023 Teacher Planning Day – No School for Students
 Monday January 16, 2023 Schools Closed

February

Tuesday February 14, 2023 Early Release Day – “A Day of Service and Love”
 Monday February 20, 2023 Schools Closed

March

Thursday March 16, 2023 Early Release Day, End of 3rd Quarter
 Friday March 17, 2023 Teacher Planning Day – No School for Students
 Monday-Friday Mar. 20–Mar. 24, 2023 Spring Break – Schools Closed
 Monday March 28, 2023 Teacher Planning Day – No School for Students

April

Friday April 7, 2023 Schools Closed
 Thursday April 20, 2023 Early Release Day
 Friday April 21, 2023 Schools Closed

May

Monday May 29, 2023 Schools Closed

June

Thursday June 8, 2023 Early Release Day/Last Day of School
 Friday June 9, 2023 Teacher Planning Day



Middle School Promotion Criteria








Promotion to Grades 7 and 8

M

iddle school students must meet course requirements for grade level promotion. To promote to Grades 7 and 8, students must pass a total of four (4) courses, two (2) of which must be “core” courses. Core courses are those classes that fall within the English, Mathematics, Science, and Social Studies subject areas.

Promotion to Grade 9

For promotion to Grade 9, students must successfully complete:

-  3 courses in Language Arts
-  3 courses in Mathematics
-  3 courses in Science
-  3 courses in Social Studies (must include a course in Civics)
-  Successful completion of Civics EOC Exam
-  1 semester course in Career and Education Planning including completion of a Personal Education Plan
-  1 semester course in Physical Education – Parent Option

Course Recovery

Students who fail a core course will have the opportunity for “course recovery.” Recovery programs are coordinated with our School Counselor.

Passing Grades

Students must pass 4 core classes (Language Arts, Mathematics, Science, and Social Studies) with a minimum of a “D” average earned for the year.

EOC Exams

Algebra, Geometry and Civics must also pass the End-of-Course exams (EOC) to meet promotion criteria.

**Criteria is subject to change based on FDOE Legislative Reform.*

Grading Scale

100% - 90%	89% - 80%	79% - 70%	69% - 60%	59% - 1%
A	B	C	D	F

Pass/Fail Example

Core Class	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
Math	B	F	C	D	Passed Math
Science	D	F	F	C	Failed Science



Focus School Software

Focus is an online gradebook system where teachers, parents, and students can access their grades and attendance in real-time. Parents will be notified of their username/password for Focus during the first week of school.

Canvas

Canvas is a learning management system for all PPCS students, parents & employees. All announcements are sent via Canvas.



Cambridge Curriculum

The Cambridge Curriculum is an advanced international curriculum certified by the University of Cambridge. At PPCMS, students in Language Arts and Science will be exposed to the Secondary I Curriculum.



ESE Program

The Exceptional Student Education Program is implemented in accordance with the Florida State's Procedures for Exceptional Education. Student needs are met in the least restrictive environment. Individual Educational Plans (IEPs) are reviewed and implemented annually.







The staffing and review committee determines and records on the Individualized Education Plan, the appropriate set of State Minimum Performance Standards and type of diploma the student shall work toward.

A Staffing/Individualized Education Program (IEP) committee may determine that the student be permitted additional time or less time to complete a course. All decisions regarding this time modification (MOD) must be specified on the student's IEP. A MOD does not count as an attempt for grade point averaging purposes. For more information, please contact the school office to speak with the ESE Specialist.



Pembroke Pines Charter Middle School Policies



General Policies

-  Student IDs, homework, projects, books, and supplies should **NOT** be dropped off in the school office at any time.
-  Teachers may **NOT** participate in private tutoring in the building. Also, teachers may **NOT** tutor students who are in their classes.
-  Younger siblings, babies, etc. may not be brought into the classroom, cafeteria, etc. during the school day.
-  Visitors to the school must be cleared through the main office. Student visitors are not allowed during the regular school day.
-  When there is a change of address, proofs of residency must be submitted to update a student's records and emergency card information.
-  Please remember that telephones are to be used for emergencies only. All family, transportation, and other business arrangements should be made prior to your child's arrival to school. Students are not allowed to use their cell phones during the instructional day.







Attendance Policy

Tardies and Early Sign-Outs

-  Information on tardy policy can be found in the Proactive Discipline Plan.
-  Parents may pick up their children no later than 2:30 p.m.. The person(s) picking up student **MUST** be on the Emergency Contact Card. They must have a picture ID.

Absences

-  When a student is absent, a parent must send a note within 2 (two) days of the absences OR electronically submit the form located on the school website at <http://centralcampus.pinescharter.net>. Select the "PARENTS" link and then select "ATTENDANCE SUBMISSION." Notes must specify the **full name and grade** of the student, the date(s) of the absence(s), the reason for the absence, and the parent's signature. Failure to submit a note within 2 (two) days will result in an unexcused absence.
-  In cases of extended absences (five days or more), assignments may be requested through the Guidance Office. Please allow two days for these assignments to reach the office.
-  Makeup work for credit is allowed for all excused absences. Students have 2 class days to make-up work for each class day absent. Previously assigned work is due the day of return.
-  **It is the student's responsibility to reschedule missed quizzes/tests within the allotted period for make-up work.**



Food Policy

In-Class

- 🐾 Cupcakes, cakes, snacks, etc. should not be brought into school for birthdays.
- 🐾 We ask that any food and/or snack that are to be shared by all students be store bought and be brought to school in their original packaging. **Teacher approval is required.**
- 🐾 When a class has a pizza party or other food parties, the students must still have lunch.

Breakfast and Lunch





- 🐾 The cost for meals in the cafeteria is \$1.20 for breakfast and \$3.35 for lunch (subject to change).
- 🐾 Prepayment for regular meals be made at www.mypaymentsplus.com. No cash will be taken in person.
- 🐾 All students will receive a lunch number and it will be displayed on the student's ID (barcode).
- 🐾 Breakfast will be served from 8:15am to 8:35am. Students who eat breakfast will be expected to report to homeroom on time.
- 🐾 There are also a la carte items available in the cafeteria.
- 🐾 If your child has food intolerance, please notify the cafeteria manager at centralcafemgr@pinescharter.net.
- 🐾 Fast food should not be delivered and brought into school.



Uniform Policy



- 🐾 All clothing should be properly fitted and worn correctly. Revealing clothing or clothing that exposes the torso is not allowed. Clothing that exposes the upper thigh including shorts that are rolled up/in are not allowed. Hemmed shorts that are not shorter than mid-thigh, including walking shorts, Bermuda shorts, and split skirts (culottes), are allowed. No cut-off clothing: all clothing must be properly hemmed
- 🐾 Girl Scout, etc. uniforms may not be worn in school. If a student has a meeting right after school, the student may change at the end of the day. Colored bandanas, hats etc. **CANNOT** be worn in school.
- 🐾 Students must have backs on their shoes. Crocs or shoes similar to Crocs are not allowed.
- 🐾 *Jackets/sweatshirts may be worn to school but must comply with the school colors (solid navy blue, maroon, gray, black or white) and must be solid with no markings or logos. Also, undershirts must be solid navy blue, maroon, gray, black or white) and must be solid with no markings or logos.



-  Sneakers or flat-heeled shoes with enclosed toes and back backs (closed toed) are allowed. The following are examples of what is not allowed: backless style shoes, open toed shoes of any type, soft shoes, high boots, high sneakers, (military style, etc.), high platforms shoes, or slippers, distracting or mismatch footwear or socks is not allowed. Crocs or shoes similar to Crocs are not allowed.
-  Jeans and other pants are **NOT** allowed in the school building. Unless it is Dress Down Day. On cold days students should wear appropriate Navy uniform pants or bottoms.
-  Spirit shirts can only be worn on the **last day** of the week and **must** be tucked in.
-  On Dress Down days, if student participates, they must wear black or blue denim short or pant. NO jeggings, joggers, basketball shorts and/or NO tears, rips, patches, hole, designs, or patterns on the short or pant (no skin exposure). For tops students must comply with BCPS and PPCMS dress code. Tops may not be transparent, have spaghetti straps, or mid-drift that exposes the skin allowed.



School Activities

-  Parents may **NOT** medically help any student on a field trip (taking out splinters, etc.) or administer any over-the-counter medication.
-  Under special conditions, such as disciplinary referrals, students may be denied participation in educational or non-educational field trips and educational school-sponsored activities.



Arrival/Dismissal Procedures

Student safety and security is a very high priority for all of us. It is especially important to make note of, and review with your child, these arrival and dismissal procedures. Please note that the parking lot in front of the administration building will be closed to all vehicles except those parents scheduled for a meeting from 8:00–8:45am and from 2:45–3:30pm each school day (11:45am-1:00pm on early release days).

For your convenience, you may utilize our two carpool lane accessible from Flamingo Road and Taft Street.

FOR THE SAFETY OF OUR STUDENTS, PLEASE REFRAIN FROM USING CELL PHONES IN THE CARPOOL LANE.

Morning Arrival Procedures:

Students MAY NOT arrive prior to 8:15am. as there is no supervision prior to this time. To help ensure safety, any student arriving prior to 8:15 am will be placed in the Before Care Program at the parent's/guardian's expense.

All students in need of supervision before 8:15 am MUST be enrolled in the Before Care Program. For enrollment information please call (954) 322-3300.

All middle school car riders should be dropped off at the "PICK-UP/DROP-OFF" area ONLY by using our designated carpool lane. When dropping students off, please remain in your car. Please, DO NOT park in the carpool lanes or leave your car unattended. Violators are at risk of being ticketed and/or towed.

The cafeteria will open at 8:15AM for breakfast. **A reminder our gates open at 8:15am as there is no supervision beforehand.**

Afternoon Dismissal Procedures:

All middle school car riders should be picked up at the "PICK-UP/DROP-OFF" area ONLY by using our designated carpool lane. When picking up students, please remain in your car. Please, DO NOT park in the pick-up lane.

Students are not permitted to be dismissed after 2:30 pm. Please plan appointments accordingly. Students remaining on campus by 3:45pm will be placed in the aftercare program at the expense of the parent. **IN THE EVENT OF INCLEMENT WEATHER, STUDENTS MAY BE HELD AFTER THEIR REGULAR DISMISSAL TIME TO ENSURE THEIR SAFETY.**



Sports

Eligibility

Eligibility requirements for participation in interscholastic extracurricular athletics and activities.

All interscholastic athletics and activities are meant to contribute to the overall academic excellence achieved by a student participant. The following rules and consequences are seen as the basic conditions that must be met by a student who wishes to represent his or her school through athletics/interscholastic competition or performance.

1. A student must maintain an unweighted 2.00 GPA or higher as specified by s. 1003.43(1) Florida Statutes.
2. Students who are serving an external suspension cannot practice or participate in athletic/interscholastic competitions or performances and may be subject to further sanctions or penalties.
3. A student must be reported present for the day to participate in athletic and extracurricular activities.

Note: If Pembroke Pines Charter School is financially penalized by the BCAA or the FHSAA due to the decisions or actions of a student/athlete or the parent, the parent is obligated to reimburse PPCS for the loss of funds.

Schedule

Sport	Tryouts (Tentative)	Season
Soccer	August	August-September
Cheer-Dance	August*	Annual*
Cross Country	August	September-October
Golf	September	September-October
Basketball	October	October-December
Volleyball	December	December-February
Flag Football	December	January-March
Track and Field	March	March-May

*Cheer/ Dance has clinics leading up to tryouts. Participation includes halftime performances at basketball games but extends into other school activities such as orientations and assemblies.

Tryouts

All paperwork must be on file or in hand to tryout (insurance form, notarized, and proof of physical as well as, Covid Release) Please wear athletic attire.

Exact try out dates will be shared during the daily announcements.



Club Day

Club Day is an exciting opportunity for all our students! Club Day will be held monthly during the instructional school day.

All students and teachers are members of a club; students will choose a club based on their personal interests. Below is a list of clubs we have offered in the past:

🐾 Anime/Manga	🐾 Solo & Ensemble	🐾 Kahoot	🐾 Say Yes to the Dress
🐾 Board Games	🐾 Future Librarians	🐾 Life Skills	🐾 Scrapbooking
🐾 Calm Coloring	🐾 Gardening	🐾 Foodies	🐾 Math Logic & Games
🐾 Card Games	🐾 Save the Drama	🐾 Origami	🐾 Harry Potter Appreciation
🐾 Sports Talk	🐾 Soccer	🐾 Planner	🐾 Strength & Conditioning
🐾 Chess Club	🐾 Interactive Games	🐾 Girl's UP	🐾 Checkers & Connect 4
🐾 Dollars & Sense	🐾 Japan Club	🐾 Scrabble	🐾 Video Games & Homework



Anti-Bullying Policy

As of July 22, 2008, the School Board of Broward County passed a policy prohibiting bullying of any student or employee. At our school, we believe that bullying of any kind, by any person, is unacceptable. All students should be free from worries about being bullied. Students who bully others must be taught other, appropriate ways of interacting with peers. As a result, our school will learn universal rules and expectations about bullying as well as different skills and tools they can use to prevent or respond to bullying. As you know, bullying can take different forms, such as physical or verbal, and it can harm victims' social relationships with their peers. Bullying can also be indirect; for example, bullying can occur through gossip, spreading falsehoods and cyberbullying. Bullying is hurtful to anyone who is the target of such behavior as well as to anyone who witnesses bullying.

We define bullying as:

"Bullying means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as: unwanted purposeful written, verbal, nonverbal, or physical behavior, including but not limited to any threatening insulting or dehumanizing gestures, by an adult or student, that has the potential to create an intimidating, hostile, or offensive educational environment or cause long term damage, cause discomfort or humiliating: or reasonably interfere with the individual's school performance or participation is carried out repeatedly and is often characterized by an imbalance of power."

Bullying is a purposeful action that is intended to injure, involves physical (e.g., hitting, pushing, shoving, kicking, etc.) and/or mental components (e.g., verbal humiliation, hurtful, threatening behaviors, gossip, exclusion) and ALWAYS an imbalance of power. That is a lot of information, but to keep it simple, we can help determine is bullying by using this acronym. Bullying is:

R – Repeated

I – Imbalance of Power

P – Purposeful

Our anti-bullying goals this year are to create a positive school setting, increase awareness about bullying among all educators, staff, and students; enforce school anti-bullying rules; provide enhanced supervision in bully-prone locations; and teach students skills to deal with bullying, problem solving, and making friends.

Your support and partnership with our school staff is vital to the success of our anti-bullying goals at our school. If you have any questions about the program, please call or visit your child's guidance counselor to discuss them.

Students should report bullying incidents to a staff member immediately. If you have concerns regarding a bullying incident, please contact our Guidance department.



Character Education

Character education is development of eight character traits that will enhance and positively influence our schools and community. The monthly character traits are as follows:

Month	Trait	Definition
October	Responsibility	Meeting obligations by being reliable, accountable, and dependable to self and others
November	Citizenship	Knowing, understanding, and displaying high regard for rules, laws, government, heritage, and those who have served and sacrificed for community and country
December	Kindness	Being helpful, thoughtful, caring, compassionate, and considerate
January	Respect	Showing consideration, understanding, and regard for people, places, and things
February	Honesty	Being truthful, trustworthy, and sincere
March	Self-Control	Having discipline over one's behavior and actions
April	Tolerance	Recognizing and respecting differences, values, and beliefs of other people
May	Cooperation	Working with others to accomplish a common purpose

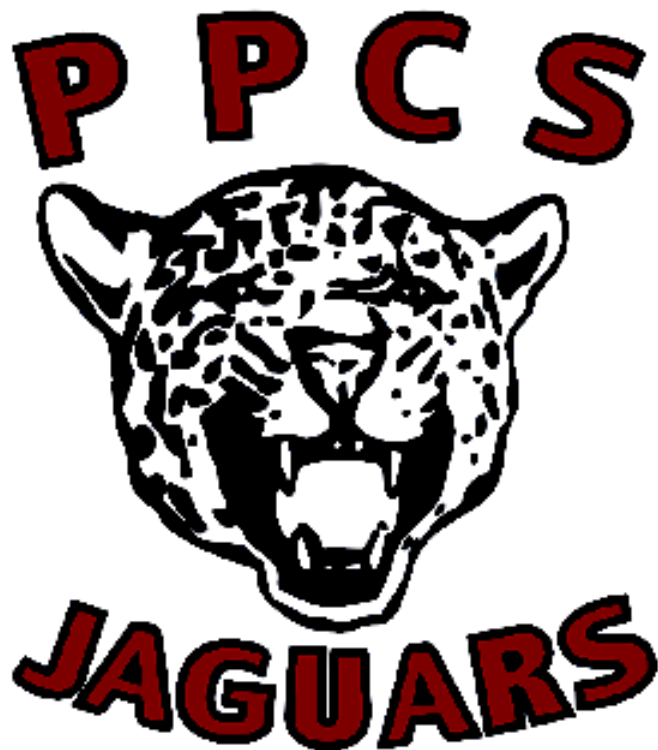


The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex, or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.



Pembroke Pines Charter Middle School
Guide to Proactive Discipline



"Empowering Students for the Possibilities of Tomorrow."



Discipline Plan

Broward County Public Schools (SBBC) and Pembroke Pines Charter Middle School (PPCMS) firmly believe a positive school culture promotes equal educational opportunity and establishes the framework for a safe learning environment. Discipline within a school must have the qualities of objectivity, consistency, and equity.

Students expected behaviors are listed below, as well as, unacceptable behaviors are on page 22 and will be subject to disciplinary actions as outlined in the Discipline Matrix.

Expected Student Behavior

- Students Dress appropriately for school by following the Pembroke Pines Charter Middle School (PPCMS) dress code policy, wearing uniforms approved by the school and wearing an I.D. badge (in visibly good condition). This makes it easy to identify visitors, which helps keep our school safe.
- Walk in the corridors. Running has the potential for injuries and causes a disruption.
- Keep hands, body, and objects to yourself. Doing so helps to prevent injury and disruption.
- Be courteous. Be respectful toward staff and peers.
- Arrive on time. Instruction begins promptly when the bell rings. Be prepared with class materials.
- Not misrepresent oneself by cheating, copying, plagiarizing, counterfeiting, using false identification, or making false reports by posing as a parent to excuse absences or tardiness, sign an interim report card, detention, etc.
- Not use scooters and inline skates/rollerblades/wheelies or skateboards on school property.
- Not endanger the lives of students and staff by setting off unfounded fire alarms.
- Keep hands, body, and objects, as well as, inappropriate language/comments to yourself to avoid conflict with others.
- Leave candy and gum at home. Gum and candy are prohibited on campus because they may cause damage to school property. No selling of items permitted on campus.
- Not permitted to wear head coverings including, but not limited to caps and hats or scarves/bandanas, unless they are necessary for safety in certain classes, health, or religious reasons.
- Not permitted to bring speakers. Earbuds permitted in class for instructional purposes only. Over the ear headphones are **not** allowed.
- Not bring toys or other
- distracting items to school. (i.e., fingerboard, toys, blankets, fidget, spinners/cubes, balls, slingshots, etc.)

These rules are designed to reinforce the mission of the Pembroke Pines Charter Schools and the Broward County Code of Student Conduct.



Behavior Track

Rule violations will result in the student being placed on the Behavior Track. Student behaviors that are inappropriate need to be dealt with in the classroom and by the student's team of teachers. When three interventions and a parent contact have been documented, a referral will be issued, and the student will be subject to the SBBC Discipline Matrix.

Each student referral requires three (3) interventions plus parent contact, unless otherwise specified in the Administrative Discipline Matrix. This may include a Multi-Tiered System of Supports (MTSS). Thereafter, an additional intervention and a parent contact are needed. Interventions do not "carry over" from referral to referral. The progression of discipline consequences are as follows:

- Administrative Detention
- Multiple Administrative Detentions
- Saturday Detention
- Multiple Saturday Detentions
- In lieu of Internal Suspension (IS) student will receive Saturday school or Multiple Saturday School based on infractions.
- Suspension for 1 to 10 days (AES or External)

***There will be no rescheduling of Saturday Detention.** Students will be suspended if they do not serve Saturday Detention.

**In lieu of Internal Suspension (IS), students will be placed in Saturday detention or Alternative to External Suspension (AES).

***Note: Some behaviors start higher on the behavior track based on seriousness of behavioral infraction. (See Discipline Matrix)



Violations of School Rules Leading to Placement on the Behavior Track

- Eating/Chewing gum/candy
- Not keeping hands – body – object (HBO) to oneself
- Disorderly behaviors resulting in safety concern, injury to self/others or disrupting school.
- Violation of Dress Code – See PPCMS Dress Code Policy
 - *warning issued 1st offense
 - *2ND offense 1 hour detention
 - *3rd offense 2 hour detention
 - *4th offense Saturday detention
- 3 unexcused tardies to class
- Cheating, copying another student's work, plagiarism (Students will receive a zero for the assignment)
- Major Cheating as defined by SBBC of Code Student Conduct

Administrative Before/After-school Detentions:

One hour (7: 30-8:30 am) before school detention notices must be signed by a parent/guardian. Failure to comply will result in the student not being permitted to serve the detention and placed on the Behavior Track for additional consequences.

Two-hour (3:20-5:20pm) after-school detention must be signed by a parent/guardian.

Team Detentions:

Given by the Teacher and a copy sent home for parent signature. Team Detentions are held on Wednesdays from 8:10 am – 8:40 am.

Failure to comply will result in the student not being permitted to serve the detention and placed on the Behavior Track for additional consequences.

Students who do not attend Administrative Morning Detention will serve an afternoon detention. Students who do not attend Administrative Afternoon Detention will serve a Saturday Detention. Multiple no shows of detentions may result in an external suspension.



Alternative to Suspension

AES K-6 Pine Ridge: It is located at 1251 S.W. 42nd Avenue, Ft. Lauderdale, Florida 33317. Shayla McLeod 754-321-7250

AES 7- 12 grade The Lanier James Educational Center is an alternative to suspension (AES) program. It is located at 1050 N.W. 7 Court, Hallandale, Florida 33009. Parents/Guardians who elect this option will receive the following benefits:

1. The student will have the opportunity to stay up to date on his/her school assignment(s), and the days absent will be considered excused
2. The student will be provided with supervision, thus reducing the possibility of risky behavior in the community.
3. While engaged in the Alternative Suspension Program, the student will not receive "0"s, thus reducing the possibility of receiving "F"s in the academic areas of their report cards.

In addition to the school-wide Proactive Discipline Plan, students will also be governed by Broward County Public Schools Discipline Matrix, as well as the adopted addendum for our charter schools as voted by our Parent Advisory.

RIGHT TO AN APPEAL

There may be times when students feel they have been unfairly penalized. Most problems can be solved if students speak with the teacher or staff member who was involved. If students feel uncomfortable with this person, they may request a conference with the next level of authority. Students may also request the presence of a third party, such as a counselor, assistant principal, other staff person, translator, interpreter, or attorney. Parents also have the right to be included. If talking things over does not solve the problem, the following steps may be taken:

1. A written statement must be presented to the principal within five (5) school days after the last conference. The statement must tell what happened, when it happened, who was involved, and how the student would like the problem resolved. A copy of the statement should be filed and maintained as an educational record. The principal or the administrator with the most knowledge of the incident has 5 school days to respond in writing.
2. If the problem still has not been resolved within five (5) school days from receipt of the written response, the student may request in writing, an appointment with the Chief Service Quality Officer/designee. The letter asking for the appointment must include a copy of the first written statement and the response. In the case of Charter Schools: If the problem still has not been resolved within five (5) school days from receipt of the written response, the charter school student may request, in writing, a meeting with the Governing Board liaison.
3. A student shall serve his or her suspension during the pendency of any appeals. If the student is successful in his or her appeal, the student's record shall be corrected to remove all indications of the suspension and the absences shall be reflected as "excused," for the period in question.



FIELD TRIP AND ACTIVITY GUIDELINES

Students who violate the Code of Student Conduct, act in a disruptive manner or fail to conform to school rules and regulations may be denied the privilege of participating in field trips, social and/or extracurricular activities. The principal shall make the final decision on whether the student may participate after receiving documentation and input from the affected staff.

These policies align to SB Policy 6303.

I understand that the administration reserves the right to deny, under special conditions, to be determined by Administration, and NO REFUND will be given.

Any questions you have regarding this policy should be directed to an administrator.

DRESS CODE POLICY

The Pembroke Pines Charter Schools have a mandatory uniform dress code policy. We believe that students have the right to attend a safe and secure school where the focus is on academics. It is the intent of the school program that students be dressed and groomed in an appropriate manner that will not interfere with, or distract from, the school environment or disrupt the educational process. Clothing should follow the dress code in place for the Charter Schools.

1. All students must wear one of the approved uniform outfits. Secondary students must have their breakable lanyard & ID visibly worn at all times. Students must replace IDs that are damaged or lost.
2. Shirts (for students in grades K-8) must be tucked in at all times while on campus.
3. All clothing should be properly fitted and worn correctly. Revealing clothing or clothing that exposes the torso is not allowed. Clothing that exposes the upper thigh including shorts that are rolled up/in are not allowed. Hemmed shorts that are not shorter than mid-thigh, including walking shorts, Bermuda shorts, and split skirts (culottes), are allowed. No cut-off clothing: all clothing must be properly hemmed.
4. If the uniform bottom has belt loops, a brown or black belt must be worn. Trousers and belts must be secured at the waist.
5. Jackets/sweatshirts may be worn to school but must comply with the school colors (solid navy blue, maroon, gray, white) Also, undershirts must be navy blue, maroon, gray, black or white and must be solid with no markings or logos.
6. Sneakers or flat-heeled shoes with enclosed toes and back backs (closed toed) are allowed. The following are examples of what is not allowed: backless style shoes, open toed shoes of any type, soft shoes, high boots, high sneakers, (military style, etc.), high platforms shoes, or slippers, distracting or mismatch footwear or socks is not allowed. Crocs or shoes similar to Crocs are not allowed.
7. All secondary students enrolled in Physical Education classes will be required to wear a PE uniform tee shirt with the school logo. This shirt will be available for purchase at Planet-T-Uniforms.
8. Clothing, jewelry, buttons, haircuts, and other items or markings which are offensive, revealing, suggestive or indecent, associated with gangs or cults, use of drugs, alcohol or



violence, or support discrimination on the basis of age, color, disability, ethnicity, gender, linguistic differences, national origin, race, religion, socioeconomic background, or sexual orientation are **NOT ALLOWED**.

9. Any articles of jewelry or clothing that may cause injury, including, but not limited to, belts, collars, or bracelets with spikes of any sort, heavy link chains, and wallet chains hanging off belt loops or side/back pockets are **NOT ALLOWED**.
10. Any hair style that interferes with the learning environment including unnatural hair coloring, e.g., green/orange/purple/red/blue, etc., are **NOT ALLOWED**.
11. This dress code policy allows reasonable accommodations based on a student's religion, disability, or medical condition.
12. On Dress Down days, if student participates, they must wear black or blue denim short or pant. NO jeggings, joggers, basketball shorts and/or NO tears, rips, patches, hole, designs, or patterns on the short or pant (no skin exposure). For tops students must comply with BCPS and PPCMS dress code. Tops may not be transparent, have spaghetti straps, or mid-drift that exposes the skin allowed.

All violators will be subject to disciplinary action.

Remember all students agreed to the uniform policy to be able to attend Pembroke Pines Charter School. Refer to the Broward County Public Schools' Code of Student Conduct booklet for further clarification of the dress code.

