11250 NW 86TH STREET
DORAL, FLORIDA 33178

(305) 889-5757
HTTPS://DREK8.NET
@DREPANTHERS

PARENT/STUDENT HANDBOOK 2026 – 2027

PHIL A. MATO
PRINCIPAL

ASSISTANT PRINCIPAL
ESTELA M. RODRIGUEZ

MIAMI-DADE COUNTY PUBLIC SCHOOLS
PARENT/STUDENT HANDBOOK

DR. ROLANDO ESPINOSA K-8 CENTER
11250 NW 86TH STREET
DORAL, FLORIDA 33178
(305) 889-5757

SCHOOL HOURS

Grade Level	Time
Pre-K, Kindergarten and First Grades	8:20 am – 1:50 pm
Second – Fifth Grades and Special Areas	8:35 am – 3:05 pm
Sixth– Eighth Grades and Electives	8:35 am – 3:05 pm

* On Wednesdays, all elementary and K-8 students are dismissed at 1:50 pm.

AFTERCARE

STORY HOUR 1:50 PM – 3:00 PM
GRADES K-1 1:50 PM – 6:00 PM
GRADES 2-8 3:05 PM – 6:00 PM

DRE K-8 CENTER MAGNET SCHOOL

@DREPANTHERS
@DREPANTHERS
WWW.DREK8.NET

Miami-Dade County Public Schools

The School Board of Miami-Dade County, Florida

Ms. Mari Tere Rojas, Chairperson

Ms. Monica Colucci, Vice Chair

Dr. Dorothy Bendross-Mindingall

Mr. Joseph S. Geller

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Mr. Daniel Espino

Ms. Mary Blanco

Ms. Luisa Santos

Student Advisor

Alejandro Duran

SUPERINTENDENT OF SCHOOLS

Dr. Jose L. Dotres

OFFICE OF SCHOOL LEADERSHIP AND PERFORMANCE

Dr. Michael A. Lewis
Deputy Superintendent

Miami-Dade County Public Schools

Vision Statement

Inspired, valued, educated, and empowered students thriving in and beyond the classroom

Mission Statement

To provide relevant learning experiences that foster life-long curiosity and enable ALL students to achieve their full academic, personal, and civic potential.

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 focus on meeting our students' diverse needs and supporting them in fulfilling their potential.

Innovation - We encourage risk-taking, creativity and adaptability to new ideas and methods that will support and elevate student learning.

Accountability - We celebrate our successes, learn from our failures, and embrace challenges as we strive towards continuous improvement.

Joy - We accept individuals for who they are, encourage them to engage with one another authentically, and cultivate welcoming environments that promote fun and excitement

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Message from the Principal

Welcome to the 2026–2027 school year at Dr. Rolando Espinosa K-8 Center!

As the proud principal of DRE, I am honored to begin another exciting school year alongside our exceptional educators and staff, incredible students, supportive families, dedicated PTA, and community partners.

This year, our theme is DRE IMPACT, grounded in the belief that every student voice makes an impact. At DRE, impact is created every day and is evident in the lessons that inspire curiosity, the words that build confidence, the relationships that foster belonging, and the opportunities that empower students to discover and use their voices. Every interaction matters, and together, the choices we make today can have a lasting influence on our students and their futures.

We begin this year with tremendous Panther Pride as DRE continues its tradition of excellence as an A-rated school by the State of Florida. We are also proud to continue growing DREcomm, our Communications Magnet Program, as the first and only magnet school in the City of Doral. Through communication, creativity, collaboration, and authentic learning experiences, DREcomm provides our students with opportunities to develop the confidence and skills to make their voices heard.

As we move forward, we remain committed to high expectations, academic excellence, innovation, and ensuring that every student has the opportunity to thrive. Our faculty and staff understand that impact is not defined by one moment or one accomplishment. It is the result of the collective work we do each day to challenge, encourage, support, and inspire our students.

Together, let's make 2026–2027 a year of purpose, achievement, and lasting IMPACT.
Stay connected with us by visiting DREK8.net and following us on Instagram @DREpanthers.

Sincerely,

Phil A. Mato
Principal

Mission Statement

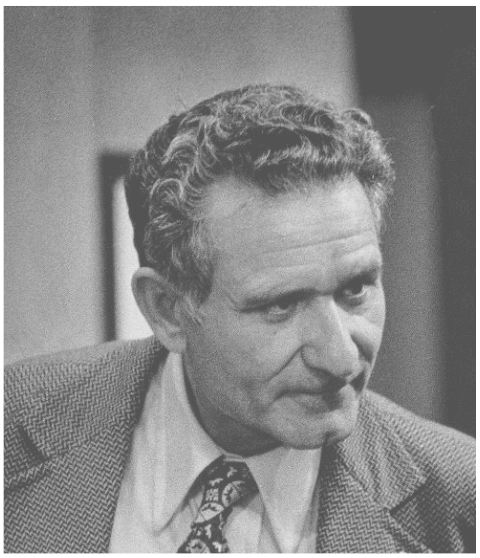
The Mission of Dr. Rolando Espinosa K-8 Center is to provide an enriched educational environment where students can excel in academics, be responsible citizens, and become successful future leaders in our global society. With the collaboration of the faculty, staff, parents, and community we encourage and guide each of our students to strive for excellence.

Vision

Our Vision at Dr. Rolando Espinosa K-8 Center is to provide a positive learning environment for all students in order for them to achieve their maximum potential as future leaders in our society.

Biography of Dr. Rolando Espinosa

1925 - 2006



Dr. Rolando Espinosa was born in the Cuban province of Matanzas in 1925. He devoted himself from an early age to teaching and working with educational institutions within the Methodist Church. While living in Cuba, Dr. Espinosa headed the National College of Pedagogues and helped found the Candler Methodist University in the province of Havana. Dr. Espinosa immigrated to the United States in 1962 and made Miami his new home. He spent 25 years teaching at St. Thomas University (formerly known as Biscayne College), Florida Memorial College and Miami Dade County Public Schools. Dr. Rolando Espinosa continued the work he originally started in Cuba. He paved the way for hundreds of professionals who fled Cuba without documents enabling them to continue their careers in exile. Dr. Espinosa was well known in the community as a humanist, educator, pastor, and a symbol of Cuba. Although he was a Presbyterian, he dedicated most of his life to working with the Methodist church, and towards the end of his life the church acknowledged his many contributions by ordaining him as an evangelical minister. He died on July 24, 2006 at the age of 80. He is survived by his wife Arminda Espinosa.

Miami-Dade County Public Schools

giving our students the world

Superintendent of Schools
Dr. Jose L. Dotres

Miami-Dade County School Board
Mari Tere Rojas, Chair
Monica Colucci, Vice Chair
Roberto J. Alonso
Dr. Dorothy Bendross-Mindingall
Mary Blanco
Danny Espino
Joseph S. Geller
Luisa Santos

August 1, 2026

Dear Parent/Guardian:

On behalf of the School Board and the dedicated teachers and staff of Miami-Dade County Public Schools (M-DCPS), welcome to the 2026–2027 school year. At M-DCPS, our purpose is clear: **when every student reaches their full potential, our entire community thrives.** Guided by this belief, we remain committed to providing every student with a world-class education in an "A"-rated school district where **Excellence, Choice, Innovation, and Safety** serve as the foundation for everything we do. Together with our families and community partners, we remain steadfast in our commitment to being the premier educational choice for every student and family we serve.

This Parent/Student Handbook outlines the major policies, procedures, and expectations that guide student life in our District. Please familiarize yourself and your child with its contents, as students are expected to conduct themselves in accordance with these guidelines. While we have made every effort to ensure this handbook contains up-to-date and accurate information, changes or updates may occur throughout the school year. In such cases, these revisions will be communicated to you promptly.

I hope you and your child will take full advantage of the many resources provided by M-DCPS. As a parent or guardian, you are a vital partner in your child's education, and we encourage you to actively participate in school and District functions. Please stay connected by downloading the M-DCPS mobile application and following us on social media (X: @mdcps, Facebook: Miami Schools, and Instagram: @miamischools). For more information regarding specific resources and activities at your child's school, please contact the school directly and ensure the staff has your most current contact information.

Thank you for your continued partnership and for entrusting us with your child's education. I wish you and your child a highly successful academic year.

Sincerely,

Dr. Jose L. Dotres
Superintendent of Schools

JLD:ga
L0043

Perla Tabares Hantman School Board Administration Building
1450 N.E. 2nd Avenue • Miami, Florida 33132
305-995-1000 • www.dadeschools.net

RONALD W. REAGAN/DORAL FEEDER PATTERN SCHOOLS

Name of School	Address/Telephone	Principal
Dr. Rolando Espinosa K-8 Center	11250 NW 86 Street Doral, FL 33178 (305) 889-5757	Phil A. Mato
Dr. Toni Bilbao Preparatory Academy	8905 NW 114 Avenue Doral, FL 33178 (305) 863-5750	Gloria L. Vega
Andrea Castillo Preparatory Academy	10201 NW 78 Street Doral, FL 33178 (305) 593-3155	Adolfo L. Costa
Ronald W. Reagan/Doral Senior High School	8600 NW 107 Avenue Doral, FL 33178 (305) 805-1900	Dillon William

DR. ROLANDO ESPINOSA K-8 CENTER-SCHOOL INFORMATION

- ***Bell Schedule***

UPPER ACADEMY BELL SCHEDULE

- Homeroom: 10 minutes
- Four instructional blocks of 83 minutes each (Wednesday, 64 min)
- Four passing periods of 3 minutes each (including Homeroom → BLOCK I)
- Five-minute café/custodial operational transition between LUNCH 1 and LUNCH 2
- Student Day: 8:35 AM–3:05 PM (Wednesday, 1:50 PM)

DAILY SCHEDULE (M,T,TH,F)

SECTION	START	END	LENGTH
Homeroom	8:35 AM	8:45 AM	10 min
Passing	*8:45 AM*	*8:48 AM*	*3 min*
BLOCK I	8:48 AM	10:11 AM	83 min
Passing	*10:11 AM*	*10:14 AM*	*3 min*
BLOCK II	10:14 AM	11:37 AM	83 min
Passing	*11:37 AM*	*11:40 AM*	*3 min*
BLOCK III•	11:40 AM	1:38 PM	83 instructional min
Passing	*1:38 PM*	*1:41 PM*	*3 min*
BLOCK IV	1:41 PM	3:04 PM	83 min
Dismissal Transition	*3:04 PM*	*3:05 PM*	*1 min*

• BLOCK III includes two 30-minute lunches with a five-minute operational transition between LUNCH 1 and LUNCH 2.

DAILY SCHEDULE (W)

SECTION	START	END	LENGTH
Homeroom	8:35 AM	8:45 AM	10 min
Passing	*8:45 AM*	*8:48 AM*	*3 min*
BLOCK I	8:48 AM	9:52 AM	64 min
Passing	*9:52 AM*	*9:55 AM*	*3 min*
BLOCK II	9:55 AM	10:59 AM	64 min
Passing	*10:59 AM*	*11:02 AM*	*3 min*
BLOCK III•	11:02 AM	12:41 PM	64 instructional min
Passing	*12:41 PM*	*12:44 PM*	*3 min*
BLOCK IV	12:44 PM	1:48 PM	64 min
Dismissal Transition	*1:48 pm*	*1:50 PM*	*2 min*

• BLOCK III will include one 35-minute LUNCH for all UA students.

LUNCH CONFIGURATION

CAFÉ	TIME
LUNCH 1	12:10 PM – 12:40 PM *12:05 PM – 12:40 PM (W)*
Operational Transition	*12:40 PM – 12:45 PM*
LUNCH 2	12:45 PM – 1:15 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, sickness).

- ***Late Arrival***
  Students who are tardy to school must report to the Attendance Office to secure an admit. Excessive tardiness may result in loss of privileges, detention, parent conference, and/or suspension.

- ***Lost and Found***
  Articles found in and around the school should be turned into the main office or PTA office where the owners may reclaim their property upon proper identification in the clinic. Students may claim lost property before and after school. Please properly label any of your child's possessions in the event they are misplaced at school. These items may include lunch boxes, coats, sweaters, wallets, purposes, etc. Parents are advised not to allow children to wear expensive jewelry or bring extra money to school.

- ***Opening and Closing Hours of School***
  Pre-K through 1st Grades: 8:20 AM – 1:50 PM Daily
  2nd through 8th Grades: 8:35 AM – 3:05 PM Daily
  WEDNESDAY – DISMISSAL AT 1:50 PM FOR ALL STUDENTS
  Breakfast: Pre-K through First Grade (8:00 AM – 8:20 AM)
  Breakfast: Second through Eighth Grade (8:05 AM – 8:25 AM)

IMPORTANT DATES

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

School Level	Window Period	School Date
K-8 Centers	August	8/26/26

ACADEMIC PROGRAMS – Student Progression Plan (SPP), School Board Policy 5410
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.

AFTER SCHOOL CARE PROGRAM
For those parents considering going back to work and/or are presently working, Dr. Rolando Espinosa K-8 Center serves both Lower Academy and Upper Academy students that help tutor middle school students throughout the Miami-Dade County School district. The after-school care program is staffed with trained leaders who are prepared to enrich and expand the after-school experience of the students they serve.

Dr. Rolando Espinosa K-8 Center offers after school care. A variety of academic enhancement and enrichment activities, including homework assistance, indoor and outdoor games, music, and arts and crafts

are available at our program. If you are interested in enrolling your child, please do not hesitate to call the after school care office at (305) 889-5745, between the hours of 10:30 a.m. and 6:00 p.m.

STAFF: The after school care program manager supervises activity leaders that have been screened by Miami-Dade County Public Schools (M-DCPS) to work directly with your children in small groups.

SNACKS: Each day a snack will be provided for your child during the after-school care program only. Please notify staff of any food allergies upon registration.

REGISTRATION: All sections of the registration form must be completed. **EMERGENCY CONTACT INFORMATION, AUTHORIZED PICK-UP** and the **EMERGENCY MEDICAL TREATMENT CHECK OFF IS MANDATORY**. It is extremely important that you immediately notify the after-school care program manager if you require any changes to your child's registration form.

PROGRAM HOURS AND FEES: Below are the hours of operation for your after-school care program. Students who qualify and are verified as having free or reduced lunch status will be eligible for the lower rate. Proof of free or reduced lunch status for each individual student must be retained in program files for future audit. Fees must be paid in advance based on the enclosed payment schedules. **Fees must be paid online.** There is no partial payment for partial use of services.

NO CHILD WILL BE ALLOWED TO BEGIN A SERVICE PERIOD FOR WHICH PAYMENT HAS NOT BEEN MADE.

PARENTS WILL NOT BE ALLOWED IN THE BUILDING. AN AFTERCARE EMPLOYEE WILL MEET YOU AT THE DOUBLE GLASS DOORS WITH YOUR CHILD.

CLOSING OF SCHOOLS

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.

CODE OF STUDENT CONDUCT (COSC)

The School Board of Miami-Dade County, Florida, approved The Code of Student Conduct (COSC). The COSC focuses on providing and maintaining a safe and positive learning environment for students, faculty, staff and community.

A major consideration in the application of the COSC is cultivating a positive school climate to support academic achievement, promote fairness, civility, acceptance of diversity, and mutual respect. Toward that end, the range of inappropriate behavior is divided into five groups, along with both recommended and mandated corrective strategies.

The COSC 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 teachers, counselors and administrators work to use a variety of progressive corrective or guidance strategies to correct the inappropriate behaviors.

Differences in age and maturity are recognized in determining the types of corrective strategies to be taken. However, the procedures outlined in the COSC apply to all students under the jurisdiction of Miami-Dade County Public Schools. The COSC is in force during regular school hours, while students are being transported on a school bus and at such times and places – including but not necessarily limited to school-sponsored events, field trips, athletic functions and other activities – where appropriate school administrators have jurisdiction over students.

Principals are authorized to take administrative action whenever a student's

off-campus conduct poses a threat or danger to the safety of other students, staff, School Board members, any other members of the District Community, or school property may constitute behavior that has a substantial adverse impact on the educational environment requiring disciplinary action. Types of behaviors range from acts that disrupt the orderly operation of the classroom, school functions, and extracurricular activities or approved transportation to the most serious acts of misconduct and violent actions that threaten life.

The Code of Student Conduct outlines expected student behavior and a multitude of corrective strategies should misconduct occur.

The COSC addresses students' rights and responsibilities pertaining to the right to learn; attendance; students' records; grades; free speech, expression and assembly; and publications. It also outlines parents' rights in regard to assuring their child's opportunity for an education.

Students or parents having problems interpreting the COSC should address concerns through the school principal. Additionally, should the concerns not be resolved at the school level, an appeal can be made at the region office and subsequently to the District.

The Code of Student Conduct can be accessed by going to the following website: http://ehandbooks.dadescholgbtols.net/policies/90/index.htm. If you do not have access to the Internet, you may go to your child's school and request to review the Code of Student Conduct manual.

Please take the time to review and discuss the importance of the *Code of Student Conduct* with your child or children. After reviewing the *Code of Student Conduct*, you and your child/children must sign, date, and return the *accompanied* Parent Receipt and Acknowledgement Form to your child's school within 5 school days.

ACCIDENTS AND ILLNESS

Parents, your child's health and well-being are important to us. If a child is injured or becomes ill while in school, parents will be contacted immediately, and the student will be kept as comfortable as possible. Parents must make arrangements to pick-up their child from the office. When parents cannot be contacted, the person(s) listed on the EMERGENCY CONTACT CARD will be called. **It is important that the information on the emergency contact card is current and updated whenever there are changes to telephone numbers.**

You can buy Student Accident insurance to provide coverage in the event your child is injured at school or on a field trip and needs immediate First Aid, ambulance, emergency room, or doctor's attention. The school has sent an application for this coverage home with your child. You may also purchase insurance online at http://www.k12studentinsurance.com . A copy can also be located in the Aftercare office.

Any medical condition such as diabetes, asthma, or any other conditions that may prompt the child to become ill when participating in certain school activities, such as physical education, a statement of such condition issued by a physician must be submitted to the school stating the limitation and/or accommodations that should be made. Additionally, the teacher(s) must be made aware of this and/or any other condition that may affect the well-being of the child while in school.

If your child is ill, please do not send him/her to school. A student that contracts a contagious disease or condition, such as pink eye, chicken pox, ringworm, impetigo, or pediculosis (head lice) will be sent home from school and must remain at home until the condition or disease is corrected. In the event of a contagious condition, a doctor's note must accompany the child in order to return to school.

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 non-curriculum 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.

ARRIVAL PROCEDURES

PRE-KINDERGARTEN

Students will be received by Pre-K staff, along parent drop-off area beginning at 8:00 AM. These students will be supervised by their teachers in the Yellow Building/First Floor Hallway.

KINDERGARTEN, FIRST AND SECOND GRADE

Students will report independently to the **Cafeteria** where supervision will be available from 8:00 AM until 8:20 AM. Students in Kindergarten and First grade will be picked up by their teachers by 8:15 AM.

Students in Second Grade will be picked up by their teachers by 8:20 AM in the **Cafeteria**.

THIRD, FOURTH, AND FIFTH GRADE

Students will report independently to the **PE Pavilion** where supervision will be available from 8:00 AM until 8:25 AM. Students in Third through Fifth Grade will be picked up by their teachers by 8:25 AM.

SIXTH GRADE & SEVENTH GRADE

Students will report to the **East Basketball Court** where supervision will be available from 8:00 AM until 8:30 AM.

EIGHTH GRADE

Students will report to the **West Basketball Court** where supervision will be available from 8:00 AM until 8:30 AM. Students in Eighth Grade will report to their first period class by 8:30 AM.

ARRIVAL PROCEDURES – ESE: ASD PROGRAM

Students enrolled in the ASD Program will be received by school staff at the basketball entrance gate located on the east side of the basketball court. Kindergarten–Grade 1: Students may be dropped off between 8:00 AM and 8:20 AM.

Grades 3–4: Students may be dropped off between 8:00 AM and 8:25 AM
To help ensure a safe and smooth arrival, parents are asked to bring their child directly to the designated entrance, where school staff will be available to receive and escort students to their classrooms.
Note: Please do not leave your child unattended until they have been received by a staff member.

SUPERVISED ARRIVAL ACTIVITIES TAKE PLACE AS FOLLOWS:

- Student will enter the school by themselves, parents will not be allowed into the building.
- All students walking or riding a bike to school (with parent or without), must enter the school through the basketball court entrance located on the North side of the school along 86th street.

- All students dropped off at school via car, must utilize parent pick-up/drop-off area located on the South side of the school.
- Bus students will be dropped off on North side of the school (86th Street) and must enter the school through the basketball court entrance located on the North side of the school along of 86th street.
- PreK students are to be dropped off at the first building along parent pick-up/drop-off area in order to be safely received by PreK personnel and wait in designated area.
- When dropping off your child (Kindergarten – Eighth Grade), via automobile, in the parent drop-off area on the south side of the building, you must pull up as far as possible next to the covered walkway to allow your child out of the vehicle. Your child will exit from the inside lane and only through the car doors located on the right-hand side.
- Do not stop, park or get out of your vehicle to open your car's trunk or doors as this creates a safety hazard and traffic delays in the area. Your child must gather all of his/her belongings and exit the car quickly and safely on the passenger side (right hand side).
- All students not inside their classroom upon the ringing of the tardy bell, must report to the Main Office to obtain a tardy pass.

RAINY DAY ARRIVALS

During rainy day arrivals, parents of Upper Academy students who drop off their child via automobile, must drop-off on the North side of the school and must pull up as far as possible next to the covered walkway to allow your child out of the vehicle. Your child will exit from the inside lane and only through the car doors located on the right-hand side. Your child will enter the school building through the designated Aftercare doors located on the North side of the school
along 86th street.

DISMISSAL PROCEDURES

Supervised dismissal activities take place as follows:

- For the safety of all students, parents will not be allowed into the building during dismissal.
- All Lower Academy students walking or riding a bike home will be exiting the building through the Main Entrance (East/Lakeside) of the school. All Upper Academy students walking or riding a bike home, will exit the building along the stairwell that leads to the North side of the school along 86th Street.
- Walkers heading East on 86th Street must not cross the street until reaching the crosswalks located on 86th Street and 112th Ave.
- Walkers heading West on 86th Street must not cross the street until reaching the stop sign on 113th Street.
- All student walkers picked up by parents via walking will be dismissed by the teacher at the designated areas by grade level exiting the building through the Main Entrance (East/Lakeside) of the school.
- All student walkers picked up by parents via walking will be dismissed by the teacher at the designated location.
- All students picked up at school via car, must utilize parent pick-up/drop-off area located on the South side of the school.
- Parents will wait inside their vehicles and display their Dismissal Sign with the student's name, teacher's name, and grade level on color-coded card on dashboard/window.

GRADE LEVEL(S)	DISMISSAL SIGN COLOR
Pre-Kindergarten	Pink
Kindergarten	Red
First Grade	Orange
Second Grade	Yellow
Third Grade	Green
Fourth Grade	Blue
Fifth Grade	Purple

- Bus students will be picked up on North side of the school (86th Street).
- Aftercare students must report to the cafeteria where their aftercare leaders will be waiting for them.
- Students in PreK-1st grade will be picked up by the aftercare leader in the classroom.

RAINY DAY DISMISSAL

During rainy day dismissals, parents who walk to pick-up their child are asked to form a line outside of the building in the designated rainy-day dismissal areas. Please remember that parent will not be able to enter the building so the dismissal of students will take a little longer than usual.

ATTENDANCE

Attendance Policy – Board Rule 6Gx13- 5A-1.041 Board Policy 5200

We have established the following attendance policy procedures in accordance with the Miami-Dade County Public Schools Rule 6Gx13-5A-1.041.

There is nothing more important to successful school progress than regular and punctual school attendance. Students who are tardy or absent excessively from the instructional program will fall behind in their academic achievement. This can result in grade failure and loss of interest in learning.

Please note that in order for students to be awarded perfect attendance, they must be present and on time daily. Perfect attendance certificates will not be awarded if tardies exist.

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. In order to accomplish this goal, on April 18, 2007, the School Board of Miami-Dade County, Florida approved a new Student Attendance Board Rule, which is stated below.

The Attendance Review Committee

The Attendance Review Committee is comprised of a minimum of a student services representative and an administrator or administrative designee and will provide guidance and support to students with significant absences. They are expected to:

1. Provide early intervention by convening when students reach an accumulation of three (3) unexcused absences in a semester or ten (10) unexcused absences in an annual course.
2. Convene a minimum of six (6) designated times per year.
3. Give consideration to all extenuating circumstances surrounding student absences. The Attendance Review Committee is charged with the responsibility of prescribing activities designed to mitigate the loss of instructional time and has the authority to recommend the following:
   a. Issuing of quarterly, semester or final grades.
   b. Temporary withholding of quarterly, semester or final grades. The following are among possible options:
      (1) Make-up assignments
      (2) Attendance probation for the following grading period(s)
      (3) Completion of a school service project
   c. Permanent withholding of quarterly, semester or final grades and credit. The student is to be informed of his/her right of final appeal to the Region superintendent or designee.
4. Review attendance history for student(s) exhibiting patterns of excused and/or unexcused absences and provide appropriate referrals and counseling support.

Excused School and Class Absences and Tardies

Student illness: Students missing 5 or more consecutive days of school due to illness or injury are required to provide a written statement from a health care provider. The written statement must include all days the student has been absent from school. If a student is continually sick and repeatedly absent from school due to a specific medical condition, he or she must be under the supervision of a health care provider in order to receive excused absences from school.

1. Medical appointment: If a student is absent from school due to a medical appointment, a written statement from a health care provider indicating the date and time of the appointment must be submitted to the principal.
2. Death in family
3. Observance of a religious holiday or service when it is mandated for all members of a faith that such a holiday or service be observed.
4. School-sponsored event or educational enrichment activity that is not a school-sponsored event, as determined and approved by the principal or principal's designee: The student must receive advance written permission from the principal or the principal's designee. Examples of special events include public functions, conferences, and region, state and national competitions.
5. Subpoena by law enforcement agency or mandatory court appearance.
6. Outdoor suspensions
7. Other individual student absences beyond the control of the parent/guardian or student, as determined and approved by the principal or the principal's designee. The principal shall require documentation related to the condition.

Unexcused School Absence

Any absence that does not fall into one of the above excused absence categories is to be considered unexcused. Any student who has been absent from school will be marked unexcused until he/she submits the required documentation as specified above. Failure to provide the required documentation within three school days upon the return to school will result in an unexcused absence. Unexcused absences include:

1. Absences due to vacations, personal services, local non-school event, program or sporting activity
2. Absences due to older students providing day care services for siblings
3. Absences due to illness of others
4. Absences due to non-compliance with immunization requirements (unless lawfully exempted)

Any absence that does not fall into one of the above is an Unexcused Absence. A note must always be written to the teacher whenever a student is absent.

Late Arrival
Students who are tardy to school **must be accompanied by a parent or guardian** and must report to the main office to secure a tardy pass. Excessive tardies may result in loss of privileges, detention, parent conference, and/or suspension. Late arrivals may be accrued and count towards unexcused absences. **Excessive tardies will not be tolerated!**

BICYCLES
Students must bring a chain and lock to secure their bicycles. We will not be liable for bicycles that are stolen.

BIKE RIDING
Students must bring a chain and lock to secure their bicycles. We will not be liable for bicycles that are stolen.

BOOK FAIR
Book fair(s) will be held under the supervision of the media clerk. Books will be available for purchase at varying prices and for all grade levels. Proceeds from the book fair help support the media center and school programs.

BREAKFAST
Students are welcome to have breakfast, the most important meal of the day, free of charge. Breakfast for Pre-K through First grade students are scheduled from 8:00 A.M. until 8:20 A.M. Breakfast for Second through Eighth Grade students are scheduled from 8:05 A.M. until 8:25 A.M. Please be advised that parents will not be permitted in the cafeteria to pay for students' lunch or to have breakfast with students.

BRINGING PETS TO SCHOOL
Students are not allowed to bring pets to school. Parents, please do not bring your pet(s) with you to pick-up or drop-off your child(ren). Do not bring your pet(s) inside the building during rainy day dismissal as well.

BULLYING/CYBERBULLYING
Miami-Dade County Public Schools is committed to providing a safe learning environment for all students and therefore all allegations of bullying/harassment are taken seriously. When concerned about bullying or harassment behaviors, contact your child's teacher immediately. You can verbally report your concerns and/or fill out the Bullying and Harassment Reporting Form. If the problem should continue to persist, notify the school's principal. You may also contact the Bullying/Harassment Helpline, staffed by the Division of Student Services staff at the District office. They can be reached at 305-995-CARE (2273). The Helpline is staffed from 7:30 a.m. - 4:00 p.m., Monday through Friday. Students and parents may also report bullying through our District's anonymous online bullying reporting system available on the student and parent portals. Additional information regarding bullying and harassment can be found on the Student Services website.

BUSES
All students departing by bus will be escorted to the Bus Drop-Off/Pick-Up area by designated school personnel during dismissal. Designated school personnel will supervise and ensure students board their bus safely and accordingly.

CAFETERIA
Breakfast and lunch for all students - No charge

CAFETERIA RULES

1. Remain seated at all times.
2. Raise your hand for assistance.
3. Use indoor voices.
4. Keep your area clean.
5. Wait to be called for dismissal

CARE OF SCHOOL AND PERSONAL PROPERTY

It is important for parents and members of the community to instill upon children and young adults' pride in their school. It is forbidden for youngsters to be inside the building unauthorized. Writing on walls, damaging or stealing school property is considered a misdemeanor, and offenders will be penalized accordingly though the justice system. Please direct your children to stay away from the building after-school hours or during weekends.

Students must not mark on school furniture, walls, ceilings, floors, or equipment with a pen, pencil, marker, or any other instrument. Students must not tamper with fire alarms, fire extinguishers, plants, trees, or any electrical system in the school. Anyone who willfully destroys school property through vandalism, arson, or larceny, or who creates a hazard to the safety of our students and staff will be referred to the proper law enforcement agency. Incident of destruction to school property before, during, or after-school should be reported to appropriate school personnel. If you happen to damage something by accident, you should report it to a teacher of the office immediately.

Students are cautioned not to bring large amounts of money. Any audio/visual equipment such as radios, cameras, etc. are NOT allowed at school unless permission has been granted by the teacher for a special project or event.

Any item that is prohibited, or considered dangerous, may be confiscated by the staff and kept until the end of the school year. Parents will be required to come to school in order for the item to be returned to the student.

Notebooks, jackets, sweaters, raincoats, lunch boxes and/or wallets should be marked with the owner's name in large letters. The few minutes taken to do so makes return of lost items much more likely. When a student wears glasses or watches, we ask that the student take responsibility for the care of them.

Students should not leave money or other valuables inside their desks. The school administrators and staff cannot be responsible for valuables that students bring to school. It is recommended that students leave all valuables at home.

CELL PHONES

As per HB 1105, DRE will continue to enforce the cellphone policy. Students are not allowed to use cellphones on school grounds. We want to increase academic and social engagement as well as limit incidents of cyberbullying and interruptions during class time. If a student is caught with a cellphone, the cellphone will be confiscated. The parent will need to pick up the cellphone. Possession of a cellular telephone is not a violation of the Code of Student Conduct (CSC). However, the possession of a cellular telephone which disrupts the educational process; the use of the cellular telephone during school hours; and the possession or use of a cellular telephone which disrupts or interferes with the safety-to-life issue for students being transported on a M-DCPS school bus, would be a violation of the CSC and is not permitted at DRE. **Please note that the school is not responsible for lost or stolen cellphones or electronic devices. Cell phones are to be kept inside the bookbags and turned off.**

CODE OF STUDENT CONDUCT

Miami-Dade County Public Schools (M-DCPS) is committed to providing a safe teaching and learning environment for students, staff, and members of the community. The School Board approved a newly revised Code of Student Conduct (COSC). The revised COSC identifies, recognizes, and rewards model student behavior within a framework of clearly established and enforceable rules and policies. It advocates a holistic approach to promoting and maintaining a safe learning environment and requires active participation from students, parents/guardians, and school staff.

A major consideration in the application of the Code of Student Conduct is to identify the most appropriate disciplinary action to bring about positive student behavior. To that end, the violations have been divided into five subgroups and a variety of administrative actions, depending upon the severity of the misconduct, have been recommended or mandated. It should be mentioned here that before, during, and after the implementation of any disciplinary action, student services personnel play a vital role in assisting the student in resolving any problems influencing his/her behavior.

At Dr. Rolando Espinosa K-8 Center, we have established a behavior modification program to bring about positive student behavior. All staff members strive to implement this program. Students needing help are referred to the counselor. Depending on the severity of the behavior Parents are contacted as soon as problems that need their attention arise, and the administration has conferences with students and/or parents for appropriate and rapid intervention.

Since the primary purpose of the school is to provide an appropriate instructional program to meet the needs and challenge the abilities of each student, it is necessary that a safe learning atmosphere also be provided. A child's school behavior affects his/her self-discipline and his/her playmates. Most importantly, your child's school behavior affects his/her academic progress.

We believe that all of us – staff, parents, and students share in the desire to maintain the best possible educational climate. We all work constantly towards this goal. This type of climate helps to promote learning. We ask you cooperation in making certain that your son/daughter understands the need for responsible behavior.

We LOVE our children and we are proud of your parenting skills. The behavior expected from students at school is a combination of common courtesy and safety considerations. Please help us maintain a pleasant environment by following these rules.

- Fighting is **NOT** permissible and will **NOT** be tolerated. No one may hit another person or disturb another person's property or school property. Hands, feet, and objects are kept to ourselves. Refrain from intimidating, harassing or threatening others.
- Bullying will **NOT** be tolerated! No one may exhibit behaviors that include actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group.
- Students must use courteous language, be respectful at all times and follow directions the first time that they are given. Defiance of school staff will not be tolerated.
- Behave courteously to any adult and other students. The use of profane language or gestures is not allowed.
- Possession of weapons or other dangerous objects such as knives are not allowed on school grounds.
- Students are responsible for participating in class and completing and returning home learning as assigned daily.

- Students should **NOT** bring toys or any electronic devices such as IPOD's, Video Games, PSP, etc. to school. At no time during the school day will students be permitted to wear ear plugs and use cell phones without the permission of an adult. The school is **NOT** responsible for any of these items.
- Students should remain quiet and orderly in classrooms and hallways. Students must not run. They also may not be in the hallway alone without a hall pass.
- Students must walk in the hallway in a line with their arms at their sides at all times.
- Students are not allowed to bring gum to school.
- Students are not allowed to leave school grounds without proper authorization.
- Follow all school uniform guidelines daily.

COMPREHENSIVE RESEARCH-BASED READING PLAN

The goal of the Comprehensive Research-Based Reading Plan is to ensure that students are reading at or above grade level. The plan is aligned with the critical components of the multi-tiered system of supports framework, including data-based problem-solving, utilizing student-centered response to instruction/intervention data to make educational decisions. Key elements of a multi-tiered system involve 1) providing effective core instruction for all students; 2) administering high quality assessments to monitor progress and identify students and systems in need of intervention; 3) instructional use of a wide variety of complex texts to challenge student vocabulary and comprehension learning; and 4) designing and implementing interventions that are matched to student needs. Through the implementation of the K-12 Comprehensive Research-Based Reading Plan, Florida schools continue to build proficiency in the implementation of an effective multi-tiered system of supports meeting the needs of all students.

Students entering middle school who are not reading on grade level have a variety of reading intervention and learning needs. A single program or strategy is not sufficient for remediation, and, likewise, remediation is not sufficient for low-performing middle school and high school students. In addition to focusing on the development of foundational skills, instruction needs to engage students in complex cognitive tasks that challenge students to apply their foundational skills. This application needs to include high-level thinking opportunities for students to grapple with and construct meaning from complex texts.

CONFIDENTIAL INFORMATION

Parents, guardians and students are protected by The Family Educational Rights and Privacy Act and the Florida Statutes from individuals' access to information in students' educational records and are provided the right to challenge the accuracy of these records. 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.

Each school must provide to the parents, guardians or eligible students 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.

CONFLICT RESOLUTION

Resolutions to conflict are resolved in a nonviolent manner. If there is a conflict between students, please encourage your child to seek to their teacher or counselor for assistance.

CURRICULUM

At Dr. Rolando Espinosa K-8 Center, high expectations for students are set and maintained. Our curriculum is invigorating and challenging. Florida B.E.S.T. Standards and Cambridge Studies represent an approach to instruction which emphasizes the application of knowledge in a manner which may be observed and measured. The lessons require students to engage in activities designed to apply learning with an increased

emphasis on higher order thinking skills. Students are evaluated not only on knowledge gained, but primarily on their ability to perform tasks associated with the knowledge acquired.

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

DELIVERIES TO STUDENTS / STAFF

In order to maintain an optimal learning environment, we must ensure that each classroom is minimally interrupted during the day. Therefore, we will not make any deliveries to students or staff. We request your cooperation in preparing your child for school and in making certain that he/she has all the materials and assignments necessary for the day.

We will not deliver supplies, lunches, home learning assignments or projects to the classrooms. Also, please be advised that the office will not accept any field trip forms or monies on behalf of teachers, After Care, Community School, or cafeteria. We appreciate your cooperation and understanding in this matter.

DETENTION

Occasionally, it may be appropriate to keep a child after-school to make up assignments that were not completed during the school day due to the child's misconduct, as a consequence for poor behavior, or for excessive tardiness to school. When after-school detention is necessary, you will be notified as to the time and the reasons before the child is actually detained. Parents are responsible for the student immediately after the dismissal of the detention. This includes providing transportation home for students serving detentions.

DISCRIMINATION/HARASSMENT

The School Board has a prohibition against discrimination/harassment based on 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, and 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.

DRESS CODE – Board Rule 6Gx13- 5C-1.031 Board Policy 5511

Students are expected to come to school with proper attention having been given to personal cleanliness, grooming, and neatness of dress. Mondays are designated as formal Mondays. Formal uniform is to be worn. Students whose personal attire or grooming distracts the attention of other students or teachers from their schoolwork 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 rule shall be subject to appropriate disciplinary measures. All students must come dressed in their school uniform each day.

EDUCATIONAL EXCELLENCE SCHOOL ADVISORY COUNCIL – EESAC

The Educational Excellence School Advisory Council (EESAC) serves as a communication link between the administration, staff, students, parents, business organizations, and community of Dr. Rolando Espinosa K-8 Center. The EESAC assists in the preparation and evaluation of the School Improvement Process (SIP). Additionally, the council is responsible for addressing all state and district goals and has the authority to periodically review the SIP and amend as needed.

ELEVATOR

The school elevator is to be used by individuals who are disabled or injured and cannot use the stairs.

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.

FIELD TRIPS

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.

Field trips are designed to enhance the curriculum by providing students with related experiences beyond the classroom. In order for students to participate in field trip activities, the following must be adhered to:

• Parents must complete the Parent Permission for Field Trip Form sent home by the teacher and return before the deadline.

• Parents must send in the money **(CASH ONLY)** to cover the cost of fees and transportation (as required) by the due date – money that has not been received by the due date will prevent the student from participating in the field trip. **REFUNDS WILL BE NOT BE ISSUED**.

• Students must wear the school T-shirt with uniform bottom or full uniform.
• Students must arrive at school by 8:30 a.m. on the day of the field trip or they will be excluded.
Students will not be denied the privilege of participating in a field trip due to behavior. However, the teacher will invite the parent to chaperone his/her child in case of continuous disruptive behavior. **Younger brothers and sisters are not allowed to participate with parent chaperones. Also, parent chaperone must be cleared as a school volunteer in order to accompany their child on a field trip.**

Any student not participating in a field trip will be assigned to another teacher’s class with appropriate class work for the student. When a field trip is scheduled, staying home will not be considered an **excused absence**. It is very important that parents adhere to field trip collection deadlines. We will not be able to collect any money or field trip forms past the specified deadline date. Please do not ask the office staff to place money, forms or any other items in teacher’s mailbox. Your child must hand deliver required documents to his/her teacher by the due date.

Virtual field trips are recommended and encouraged during the 2020-2021 school year.

FINANCIAL OBLIGATIONS

All financial obligations incurred, i.e., school fees, textbook loss or damage, club activities, overdue or lost library books must be paid in the school's treasurer's office.

FREE BREAKFAST

The National School Breakfast Program was enacted to ensure that school children are being served a nutritious breakfast daily. **Miami-Dade County Public Schools offers breakfast at no charge to all M-DCPS Students**. The breakfast at no charge is not dependent on the student qualifying for free/reduced meals at lunch.

FUNDRAISERS – Board Rule 6Gx13 – 5C-1.07 Board Policy 5830

Fundraising activities must be conducted during non-instructional class time, preferably before and after school. An *Application for Fundraising Activity*, M-DCPS Form 1018 must be completed. Regional Center approval is required for any fundraising activity where collections take place outside of school grounds. This approval can be obtained by completing M_DCPS From 5656, *Region Center Approval for Fundraising Activity (Community Sales).*

Fundraising activities involving students working or providing services for community events or outside business organization for which compensation, monetary or otherwise, will be given, either to the students or the school, **are not** allowed to be conducted as school-sponsored/student fundraisers. Elementary school students are not allowed to participate in the sale of magazines.

GRADING SYSTEM/ REPORT CARDS

Report cards are distributed every nine (9) weeks and are a record of the progress of each student. The sections on academic grades, effort and conduct are very important because the development of good work habits and attitudes tend to ensure effective learning of the necessary skills. A child is graded on mastery of grade level competencies. Letter grades of A, B, C, D, and F reflect the child's performance against grade level requirements. If there are any questions about your child's report card, please contact his/her teacher immediately.

It is the school's desire that every student work to the best of his/her ability at all times. Occasionally, however, it is desirable to inform parents or guardians of a student's unsatisfactory progress in time for the student to improve his/her work before the report card is prepared. The Interim Progress Report is to be signed by the parent or guardian and returned to the homeroom teacher.

KINDERGARTEN GRADE	NUMERICAL VALUE	VERBAL INTERPRETATION	GRADE POINT VALUES
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

A grade of "incomplete" (Inc) is given only in those cases where illness, emergency, or by pre- arrangement. An incomplete on the report card becomes an "F" four weeks from the date it is issued. Make-up work is the complete responsibility of the student.

FIRST - TWELFTH GRADES	NUMERICAL VALUE	VERBAL INTERPRETATION	GRADE POINT VALUES
A	90-100%	Outstanding	4
B	80-90%	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 (Secondary only)	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

HALLS/HALL PASSES - AGENDAS

Students should be seated in their classroom when the tardy bell rings. With such a large number of students moving in such a limited time, it is incumbent on each person to move quickly and in an orderly manner observing normal traffic flow. Please do not push, run or loiter in the halls. Please cooperate with the security monitors in the exercise of their duties and present an agenda courteously when asked to do so.

At no time is a student to be out of the classroom during class without the agenda signed by the teacher or office personnel. Teachers are not to give verbal permission for a student to exit the classroom.

HEAD LICE (PEDICULOSIS CAPITIS)

Children with head lice are not permitted in school. In the last few years there has been a significant increase in the incidence of Pediculosis Capitis (head lice). This is a national problem and Miami-Dade County is no exception. Having head lice should not be an embarrassment to anyone; any student can get it and the treatment is simple and inexpensive. By working together we can prevent a serious increase of Pediculosis Capitis. Please understand that children do not catch head lice from the school, rather, they get it from other children. If your child gets head lice, he/she must stay home until all lice and nits are removed.

Upon returning to school he/she will be sent to the office to get checked and secure permission from the office staff to remain in school. If you think your child is infected, please contact your child's teacher or the school office at (305) 889-5757 immediately so we can take the necessary precautions. The office personnel can also inform you on how to treat this condition.

HEALTH SCREENING

Tuberculosis Clinical Screening - Each student shall have proof of a tuberculosis clinical screening and appropriate follow-up prior to initial enrollment in any grade in a Miami-Dade County Public School. This screening is to be administered at the time of the Student Health Exam and within twelve (12) months prior to initial enrollment in any grade in a Miami-Dade County Public School. If the screening indicates that a follow-up skin test is needed, a student can be admitted but only with a health provider's statement that the student is free of communicable tuberculosis and can attend school.

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).

Homework Policy

Homework is an important part of each student's academic year. The purpose of this homework plan is to guide teachers, parents and students in ensuring that homework is meaningful and supports the learning experience for all students.

Purpose of Homework.

The purpose for assigning homework is to give students the opportunity to extend lessons, practice skills, engage in critical thinking and develop good work habits. It must be:

- Connected to grade level or subject matter curriculum.
- Connected to class instruction.
- Engaging, purposeful and relevant.

Student's Responsibilities:

- To understand all homework assignments by listening to directions, asking questions when something is unclear, and reading directions
- To gather all materials necessary to complete assignments before leaving the classroom
- To complete all assignments to the best of his/her ability
- To return materials and assignments on time
- To make up any missed homework that the teacher requires

Family's Responsibilities:

- To provide a routine and environment that is conducive to doing homework
- To offer assistance to the student, but not do the actual homework
- To check that your child has edited his/her homework for spelling (Kindergarten and First Graders may use invented spelling as appropriate), punctuation, neatness, etc.
- To notify the teacher when homework presents a problem
- To read school notices and respond in a timely manner

Teacher's Responsibilities:

- To provide purposeful homework
- To provide clear directions and instructions
- To implement a system for routinely checking homework. Review, discuss and return, if collected, homework in a timely manner.
- To explain homework assignments to the students prior to the assignment. Teachers shall communicate homework assignments in at least one of the following ways: send a packet home, write assignment on the board, require students to record it, and/or make available through emails, websites or hotlines. The use of a variety of strategies is encouraged. To communicate with families when students are not consistently completing assignments

Time Allotments for Homework

Assignments shall be designed so that the typical student can complete all homework, including time for studying and preparing for exams, in the average minutes shown below.
Student academic capability should be considered when assigning homework. One size does not fit all. The recommended minutes include assignments for all subject areas and teachers collectively per school day:
Grades K-1: thirty (30) minutes;
Grades 2-3: forty-five (45) minutes;
Grades 4-5: sixty (60) minutes;
Grades 6-7-8: seventy-five (75) minutes

Homework Tips for Students

1. Record homework in the same location each day.
2. Ask clarifying questions to be sure the expectations on your assignments are clear.
3. Know, record and monitor due dates.

4. Have a quiet space with basic materials for homework completion.
5. Make homework part of your daily after school routine.
6. Take a break when tired; then resume work.
7. When you have questions about the homework, place a note next to it and ask the teacher the next day.
8. Respect that appropriate rest and physical activity are important for one's overall well-being.

HONOR ROLL

Honor rolls are an effective means of motivating and recognizing effort, citizenship, academic performance, and perfect attendance.

In order to receive honor roll in Miami-Dade County Public Schools the student must demonstrate the following criteria:

	Principal's Honor Roll	**Regular Honor Roll**	**Citizenship Honor Roll**
Academic	4.0	3.50 – 3.59	
Academic	All As	All As and Bs	
Effort	All 1	All 1 and 2	All 1 and 2
Conduct Average	4.0	3.0 or higher	4.0
Conduct Grades	All As	All As and Bs	All As

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 the mid-grading period.

Grading Period	**Interim Progress Report Distribution**	**Report Card Available In the Portal No Later Than**
1	September 18, 2026	October 23, 2026
2	November 20, 2026	January 22, 2027
3	February 19, 2027	April 2, 2027
4	May 8 , 2027	June 10, 2027

INTERNET USE POLICY– Board Rule 6Gx13- 6A-1.112 Board Policy 7540.03

Access and use of the Internet is a privilege, not a right, and its use must support the educational objectives of the District. Students must always get permission from their teachers prior to using the internet. In addition, the District prohibits the transmission of materials such as copyright material, threatening or obscene material or material protected by trade secret, which violate local, state, and federal law or regulation, as well as the use of the Internet for product advertisement, commercial activities, political campaigning or solicitation.

INSURANCE

The Student Protection Plan is designed to cover students or injuries while traveling to and from school or when involved in accidents while engaged in supervised activities on the school premises. Participation in this program is voluntary.

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 meals daily. Please visit nutrition.dadeschools.net for details on menus, programs, and services.

- ***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/Reduced Price Lunch Program***
  The USDA Child Nutrition Programs as administered by Miami-Dade County Public Schools provide free and reduced priced lunch for children unable to pay the full price. 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 freeandreducedmealapp.dadeschools.net. Paper applications are available in the school's front office upon request. 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.

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

MEDIA PROGRAM

In addition to the regular media program and the scheduled book fairs, the Dr. Rolando Espinosa K-8 Center's Media Center offers a wide variety of activities that enhance the total school program. Our media specialist directs the News Team, which broadcasts live each morning. Children from all grade levels are trained as news commentators and become familiar with various aspects of closed circuit TV production. Students are responsible for the library books they check out. Please ensure that library books are turned in on time and any late fees are paid.

MEDICATION AT SCHOOL

School personnel are required to follow the strictest guidelines to administer any medication to students. We urge you to dispense all medications at home whenever possible. If medication must be brought to school, the Miami-Dade County School Board has established clearly defined guidelines which we are required to follow.

All prescription or non-prescription medication require a Written Permission Form from the prescribing physician specifying dosage, child's name, and the time the medication is to be given along with the authorization for us to allow the child to take the medicine at school. Further, School Board policy requires each child to sign a log when taking medication. Non-prescriptive or over the counter drugs require a Written Permission Form that will also be kept on file in the main office.

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 http://www.mentalhealthservices.dadeschoools.net.

OFF LIMIT AREAS

Our school is maintained and operated for the benefit of our students. However, safety considerations dictate the designation of a few off-limit areas where students and parents are not allowed. These areas include the boiler room, storage areas, inner office, teacher's lounge, kitchen maintenance area, trash collection area, faculty parking lot and the delivery area.

OUT OF AREA STUDENT TRANSFER – Board Rule 6Gx13- 5A-1.08 Board Policy 5131

Students in the regular school program (K-12) are assigned to attend school on the basis of the actual residence of their parent or legal guardian and the attendance area of the school as approved by the Board. A student may request an out of area transfer if the student resides with parent or legal guardian, and a change of residence occurs. The Region Superintendent (or designated Region Director) may administratively assign or approve the reassignment or transfer of students when the Florida Inventory of School Houses (FISH) capacity of the receiving school is below 100 percent.

PARENT CONFERENCES

We appreciate the interest you express in the progress of your children. The relationship between school and home are always better enhanced by open discussions of mutual problems and proposals. A spirit of understanding, cooperation, and progress is what makes a school and community a better place to live and learn.

Conferences should be arranged only by appointment at the request of the parent, teachers, counselor, assistant principal, or principal. Only when a child feels that there is understanding, appreciation and active cooperation between home and school can he/she do his/her best in his/her schoolwork. Through conferences, parents and teachers gain a better insight into the child's needs, interests, potential and growth, as well as any particular challenges he/she may be experiencing in school.

If at any time there is a need or desire for a parent/teacher conference, please call in advance for an appointment at the school's telephone number (305) 889-5757. Please keep in mind that the teacher will return the phone call or e-mail within 24 hours from the time the teacher receives the message (subject to working hours).

PARENT PORTAL

Parents/Guardians of all Miami-Dade County Public Schools students, including employees, have access to the Parent Portal. In order to access the information in the portal, you must first establish a parent user account. At this time you can see and update personal information, see his/her information - including grades, attendance, and bus route information, and have access to the *Parent Resource* link, which takes you to sites such as Parent Academy, School of Choice, etc.
You will also have access to electronic books for each subject; free and reduced lunch applications with balance renewal capability; access to a new *Choice* application that will allow parents to indicate preferential school choice via the portal.

PARENT-TEACHER ASSOCIATION (PTA/PTSA)

The Dr. Rolando Espinosa K-8 Center Parent-Teacher Association works with state and national PTAs to support and speak in the schools, in the community and before governmental bodies and other organizations that make decisions affecting youngsters. Our PTA supports the faculty and administration in their efforts to

improve educational and extracurricular activities in the school. They also work to encourage parent, student and public involvement at the school as a whole.

PARENT VOLUNTEER PROGRAM

Dr. Rolando Espinosa K-8 Center encourages parents to become active participants in the School Volunteer Program. Interested persons must be at least 18 years of age and may contact the school office to offer their services. Volunteers are used in the reading programs, as library helpers, clinic volunteers, in classrooms as teacher helpers and with projects, etc. Parents and grandparents, we need your help. Please call the school office if you have a few hours a week you can "give" to the children of our school. All volunteers are placed by the administrative team and are asked to sign in and out on a daily basis. An application must also be completed annually.

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 for field trips • Classroom assistants	• Certified Volunteers • Mentors • Listeners/Oyentes • Athletic/Physical Education assistants • Overnight chaperones.

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

- Complete Registration Form #1764, date and sign, and submit to a school or work location.
- 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.

PARENTAL INVOLVEMENT-ALWAYS PARENTS CAN HELP

Parents are our children's first teachers. It is through developing a partnership of school and home that Dr. Rolando Espinosa K-8 Center can nurture a true family atmosphere. For this reason, we have made parents and community an integral part of the school. Teacher/parent communication takes place on an ongoing basis and trust is built to keep the lines of communication open between the school and home.

Other programs are available to strengthen parental responsibility and involvement through encouraging parents to:

- Serve on the Educational Excellence School Advisory Council (EESAC)
- Work as Dade Partners and/or School Volunteers
- Participate in offered parent workshops
- Join PTA

PARKING LOT

Parents may not use the teachers' parking lot to load or unload their children. This parking lot is for the use of the school faculty only. We have limited parking spaces available. Parents who wish to come into the building may park in any of the designated 22 visitor's parking spaces located in the northwest side of the building.

PARTIES

Classroom events may be planned by the teacher as part of his/her lesson of study. The teacher and the room parent will plan these events and will contact parents for assistance. Arrangements for these events will be in keeping with school policies.

Birthday parties are not allowed. Cupcakes, cakes, balloons, etc. are not allowed.

PAYPAMS

Miami Dade County Public School's Department of Food and Nutrition allows parents/guardians the convenience to pay on-line via the internet or by telephone for their child's/children meals with a credit or debit card. The parent/guardians will create a lunch account on-line 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

PERMANENT RECORDS

Miami-Dade County Public Schools maintains the records of students in PK-12 and adult/vocational students enrolled in high school completion programs or vocational programs of 450 hours or more. Permanent records consist of the following student information:

a) pupil's or student's full legal name
b) authenticated birth date, place of birth, race, and sex
c) last known address of pupil or student
d) names of pupil's or student's parent(s) or guardian(s)
e) name and location of last school attended
f) number of days present and absent, date enrolled, date withdrawn

Under the Family Rights and Privacy Act of 1974, Dr. Rolando Espinosa K-8 Center has established written policies regarding the confidentiality of student educational and discipline records. These policies ensure privacy of student information and are in compliance with state and federal guidelines. Records are maintained in various offices on the school's campus and are available ONLY to teachers and staff members working directly with the student. Records are NOT released to any entity without prior written consent of the parent or guardian of the child. Parents of Exceptional Student Education students are advised of confidentiality of records during conferences. Any psychological or therapeutical testing that is recommended for students by the staff requires prior written notice to parents before any testing can occur. The principal has the responsibility of maintaining these records, and the office personnel will periodically review them for the purpose of correcting or deleting inaccurate, misleading or inappropriate information. You may arrange for an appointment to review your child's records.

PHYSICAL EDUCATION

The Physical Education program motivates and teaches students to value physical fitness and provides activities important for the physical well-being of students. The basic purpose of Physical Education at Dr. Rolando Espinosa K-8 Center lies in the belief that all children of elementary school age should have an opportunity to develop fundamental skills of body movement toward attainment of a satisfying degree of physical fitness and build a wholesome attitude toward physical activity. Specifically, the students engage in team games, creative play, exercise and educational activities.

Students will be required to wear appropriate footwear for physical education. The School Board Dress Code for elementary is as follows:

- No metal/plastic football bleats on shoes.
- No clogs, thongs, sandals, or other shoes without back straps
- No hats except those worn for religious purposes.
- When physical education activities require it, girls should wear shorts under their skirts.

If your child is not able to participate in the Physical Education Program, a note must be signed by your doctor stating the reason for the exemption and the duration of the exemption. When a child has been ill for a day or so, a note from the parents can be used instead of a doctor's note. Parents are requested to inform the office and document any health, physical or medical problems that their child may have, such as a heart condition, high blood pressure, sickle cell anemia, asthma, etc. Knowledge of your child's health problems will assist our staff in helping your child if he/she becomes ill.

PREKINDERGARTEN PROGRAMS

M-DCPS offers a variety of prekindergarten programs throughout the District. Parents should contact their home school for the available options for Pre-K students. For additional information on VPK or Head Start/Early Head Start Programs, parents may contact the Department of Early Childhood Programs at 305-995-7632. For information on Pre-K ESE Programs, parents should contact 305-271-5701. Parents may also access information at earlychildhood.dadeschools.net.

PROMOTIONS/RETENTIONS

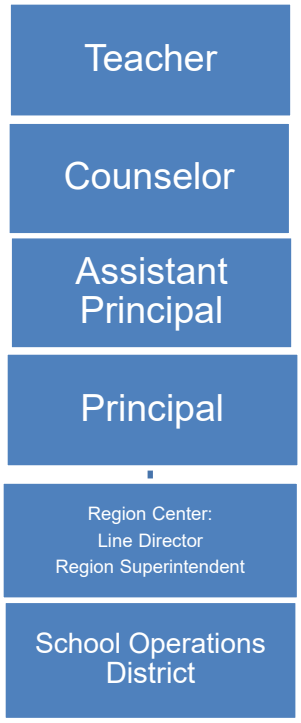
Promotions and retentions are based on an evaluation of academic, physical, social, and emotional growth.

The primary reasons for considering retention are:

- indifference or lack of effort on the part of a capable student
- frequency of long absences
- poor academic performance

Parents can assume their child will be promoted unless the alternative of retention has been discussed during the school year. Parents will be notified of any retention decision.

POTOCOLS FOR ADDRESSING 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 or assistant 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.

REGISTRATION

Kindergarten Registration

Any child who will attain the age of five (5) years on or before September 1, 2026 shall be eligible to enroll

in Kindergarten at any time during the 2026 - 2027 school year.

First Grade Registration
Any child who will attain the age of six (6) years on or before September 1, 2026 shall be eligible to enroll in first grade at any time during the 2026 - 2027 school year, provided that the child has successfully completed kindergarten.

Any child who has successfully completed Kindergarten and will attain the age of six (6) years after September 1, 2026, must initially be enrolled in Kindergarten for the 2026 - 2027 school year. Non-public school kindergarten students entering first grade must spend 20 days in kindergarten, before actual placement in the first grade classroom is considered by the principal.

Registration is held in the spring for children entering school in the fall. Any child who was not registered during the spring should report with their parent to the appropriate school's office complete the registration process and class assignment.

All students entering a Miami-Dade County Public School for the first time must present:

- Birth Certificate
- Physical Examination Certificate
- Certificate of Immunization
- Two Forms of Proof of Address (water, gas or light bill, lease or notarized deed)
- Social Security Card
- Proof of grade level

and complete:

- Emergency Contact Cards
- Cumulative Record Information Sheet
- Tuition Exemption Application
- Home Language Survey

Pupils will be assigned to classes and begin attending school when registration is complete. STUDENTS MUST ATTEND THE SCHOOL WITHIN THEIR ATTENDANCE BOUNDARY AREA. Students are to attend the school in which the parent or legal guardian resides.

REPLACEMENT ID BADGES

Students in grades 6-8 must wear ID badges while on school premises. If an ID badge is lost or misplaced, students must report to the main office and obtain a new one. The cost for replacement badges is $5.00.

REPORT CARDS

Report cards are issued following the completion of each nine-week grading period. Please carefully review your child's progress and contact the school if you have questions regarding grades. A parent may request a conference with their child's teacher at any time during the school year. Please call the school office for an appointment if a conference is desired. Likewise, a teacher may sometimes find it necessary to request a special conference with a parent. Please make every effort to meet with the teacher if you receive such a request.

Grading Period	Interim Progress Report Distribution	Report Card Available In the Portal No Later Than

1	September 18, 2026	October 23, 2026
2	November 20, 2026	January 22, 2027
3	February 19, 2027	April 2, 2027
4	May 8 , 2027	June 10, 2027

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, hostage, & bomb 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***

  Ten fire 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.

- ***Emergency Drills***

  Twenty-one emergency drills, to include one monthly active shooter drill and one hostage situation or bomb threat drill, will take place during the school year according to Florida Senate Bill 7026, also known as the Marjory Stoneman Douglas High School Public Safety Act. One additional active shooter drill must take place within the first 30 days of the opening of schools. All emergency drills

shall be conducted in accordance with the appropriate corresponding situational response as outlined in the EOP and shall include developmentally appropriate and age-appropriate procedures.

- **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. All 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.

SAFETY PATROLS

The Safety Patrols are chosen by the Patrol sponsor from a list of students recommended from Fifth Grade teachers. Reliable, trustworthy pupils whose schoolwork and citizenship are exemplary are eligible for selection to the Safety Patrols. All students must obey the Safety Patrols when they are on duty at their post. Our Safety Patrols, supervised by a member of our staff, are part of our school safety program. Respect and obedience of patrol rules are expected at all times for the safety of your child. Most of our students walk to school, and many have to cross-busy streets and intersections. We ask parents to encourage their children to use all safety precautions. No jaywalking! It's dangerous and against the law.

Parents who transport their children should be aware of and observe the special signs, which require a driver to slow to a speed of 15 m.p.h. We also request that you do not pull into the teacher parking lot when dropping off or picking up the students. Please do not stop in the middle of the street to let the student out, as this is a very hazardous practice. Officers from the Public Safety Department often patrol the school in the morning and afternoons, and will issue tickets for violations of the above traffic practices. Parents should have periodic talks with their children about the hazards of talking to strangers while going to and from school. Students or parents should report to the principal any strangers whose cars are parked around the school or cruising the area. Students are instructed each day to go directly home from school before going

anywhere else in the afternoon. Parents should reinforce this idea with their children so that we can avoid any needless anxiety.

SCHOOL ACTIVITIES/CLUBS

All School Activities, clubs, and organizations must be approved by the principal and conform to the School Board 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 CENTER FOR SPECIAL INSTRUCTIONS

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 IMPROVEMENT PROCESS (SIP)

The School Improvement Process is an initiative for achieving quality outcomes. It is constantly in a state of change as it moves forward to meet the needs of our students. The idea of education reform and school improvement is a vision of a better educational system. The new visions of schooling include:

- The school community working towards continuous quality improvement
- Learning that prepares students for the 21st century
- Learning experiences meeting the needs of students

Each school in the State of Florida has developed a School Improvement Plan with the help of teachers, students, administrative staff, parents, and community members depending on the needs of the students it serves.

The Dr. Rolando Espinosa K-8 Center family is committed to promoting higher expectations for all students and to accept only "peak performance" from each individual child. In taking on the responsibility of

developing the potential of each student, we realize that changes in the delivery of instruction must occur. This process will be carried throughout the school year and it will be successful only with your help and support.

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 students with special needs 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.

SKATEBOARDS/ROLLER BLADES

Due to the number of serious injuries caused by the use of skateboards and/or rollerblades, they are no longer permitted at the school.

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/.

Prior to referral for evaluation, the student must have been referred to the school's intervention team, known as the Student Support Team (SST).

Students with disabilities who are eligible and require special education will have an individual Educational Plan (IEP). The IEP describes the student's strengths and weaknesses and documents the services and supports the student needs in order to access a Free and Appropriate Public Education (FAPE) in the least restrictive environment (LRE).

Parent involvement in the special education process is very important. Parents will be asked to participate in the IEP process each year and to consider the need for their child's re-evaluation at least once every three years.

The Individuals with Disabilities Education Act (IDEA) states that parents of a child with a disability have certain procedural safeguards. The Summary of Procedural Safeguards for Parents of Students with Disabilities documents all the information about the rights of parents/guardians. This notice of procedural safeguards is made available to the parent, at a minimum, upon initial referral; or the parent's request for evaluation; upon the school district's refusal to conduct an initial evaluation that the parent has requested; upon each notification of an IEP meeting; upon consent for re-evaluation; upon the school district's receipt of a request for a due process hearing; and any other time the parent may request to receive a copy.

Other rights that are presented in the procedural safeguards document include, but are not limited to, the right of prior written notice; informed consent; participation in meetings; records, independent educational evaluation, mediation, state complaint; local education agency complaint; due process hearings; resolution meetings; due process; attorney fees; discipline; and private school placement.

SPECIAL PROGRAMS

BILINGUAL PROGRAMS

- English for Speakers of Other Language (ESOL)
  Children who lack native proficiency in English are scheduled into special classes, which focus on oral language skills. Bilingual Curriculum Content provides for teaching the content areas in the native language.

- Spanish for Spanish Speakers (Spanish –S)
  Spanish –S enables the native speakers of Spanish to maintain their oral language skills and introduces reading and writing skills.

- Spanish as a Second Language (Spanish–SL)
  Spanish-SL is offered in Second through Fifth grade. It provides students the opportunity to learn to communicate in Spanish.

- Extended Foreign Language (EFL)
  The EFL Program is offered in selected classes in Kindergarten through Fifth grade. Language Arts and curriculum content are taught in both English and Spanish. The program is designed for a group of students who, after successfully participating in the program for one year, are automatically enrolled in the subsequent grade level in order to move towards a continuum of bilingual studies. In order to remain in the program students must maintain a "C" or above grade in all the core subject areas and score 80% or higher on the EFL comprehensive exam given in May.

- Curriculum Content in the Home Language (CCHL)
  The CCHL Program offers basic skills and concept in a language other than English. Instruction in the home language complements each curriculum in English and is offered where there are limited English proficient students and in special programs, such as Bilingual School Organization and special language centers.

CAMBRIDGE PROGRAM

The Cambridge Program offers an international, pre-university curriculum and examination system that emphasizes the value of a broad and balanced study for academically able students. The Cambridge curriculum aims to encourage the skills of independent research and investigation, the use of initiative and creativity and the application of knowledge and skills. A range of assessment techniques is used. An important principle of this examination system is that students are rewarded for positive achievement - what they know, understand, and can do - rather than being penalized for an accumulation of errors. This requires students to demonstrate a high level of literacy and the ability to organize knowledge and ideas to produce reasoned, written responses.

FINE ARTS PROGRAM

- The Art program provides opportunities for students to develop talents in drawing, painting, printmaking and various other crafts.
- The Music program develops appreciation as well as actual vocal and instrumental skills in this important area.

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 RIGHTS AND RESPONSIBILITIES

The rights and responsibilities presented in the Code of Student Conduct reflect the need for providing students with greater opportunities to serve themselves and society, and allow students maximum freedom under law, commensurate with the schools; responsibility for student health, safety, and welfare.

STUDENT UNITED WAY

The Student United Way Campaign gives our students an opportunity to give back to the community. A variety of fund raising activities will take place during this time. In the past our students and their families have been very generous.

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.

TELEPHONE/TELEPHONE MESSAGES

The school is equipped with a business telephone, (305) 889-5757, to help transact the business of the school and our lines must be kept open for this purpose. Children may not use the telephone except for EMERGENCIES.

Telephone calls to the school regarding a change in who will be picking up a student after-school, or how the student will be going home will not be reported to the child. The reason for this action is that the school cannot determine if the person calling over the phone is indeed an authorized contact person. Such changes need to be prearranged in person by an authorized contact person from the emergency contact card in the main office. The authorized contact person will be required to show a picture identification card. This procedure has been established to insure your child's safety at our school.

Students will not use the office telephone for personal calls except in an emergency and with staff permission.

Teachers are in their classrooms during the day. You are welcome to call the office and leave a message for your child's teacher and they will return your call within 24 hours.

TEXTBOOKS

Students are responsible for taking care of assigned textbooks and materials. Textbooks are very expensive and if your child loses or damages a textbook or textbooks, a fee will be charged to replace the book. Please encourage your child to take proper care of school materials.

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

[1] See School Board Policies 5517, *Anti-Discrimination/Harassment (Students)* and 5517.01, *Bullying and Harassment.*

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.

TRANSFERS/WITHDRAWALS

Students who move out of our attendance area are not eligible to attend Dr. Rolando Espinosa K-8 Center. Please notify the school office, in person, two days before you expect your child to withdraw or transfer to another school. You will need special transfer papers to register your child in another school. Proof of new address, (in the form of a light bill, a lease, or a closing statement) MUST BE PRESENTED before a transfer can be issued. These three things are the ONLY ones acceptable to issue transfer papers.

A student wishing to transfer from one school to another within Miami-Dade County shall obtain the transfer from his or her present school before being admitted to another school. Verification shall include either of the two items listed below or a letter issued by a School Social Worker.

- A broker's or attorney's statement that verifies the parent's purchase of residence or a properly executed lease agreement; and
- An electricity deposit receipt or billing statement that shows the parent's name and service address. If the deposit receipt is used, the billing statement must also be submitted to the school within 40 days of registration or the transfer will be revoked.

We retain the right to ask for proof of address and completion of transfer contract at the time a student transfers into Dr. Rolando Espinosa K-8 Center. **Students who are on Region or District approved transfers are required to adhere to school rules and procedures or their transfer may be revoked by the Principal.**

TRANSPORTATION ELIGIBILITY

Students will be assigned a bus if the distance between the home and the school exceeds two miles, or if the distance between the home and the nearest bus stop exceeds 2 miles. Students who do not meet these requirements are not eligible for transportation services.

UNIFORMS (MANDATORY)

LOWER ACADEMY
(PK – GRADE 5)

BOYS	COLOR
FORMAL MONDAYS	
Shirt	Oxford White (*with logo*) Hunter Green Necktie
Shorts/Pants	Navy Blue
TUESDAYS – FRIDAYS	
Shorts/Pants	Navy Blue
Polo Shirts *Long or Short Sleeve*	Hunter Green (*with logo*)
School Spirit Shirt *(Only Fridays)*	Sold by PTA
Winter Wear	DRE Jacket/Solid Navy Blue *Sold by PTA*

GIRLS	COLOR
FORMAL MONDAYS	
Shirt	Oxford White (*with logo*) Hunter Green Crosstie
Shorts/Skirts/Pants	Navy Blue
TUESDAYS – FRIDAYS	
Shorts/Skirts/Pants	Navy Blue
Polo Shirts *Long or Short Sleeve*	Hunter Green (*with logo*)
School Spirit Shirt *(Only Fridays)*	Sold by PTA
Winter Wear	DRE Jacket/Solid Navy Blue *Sold by PTA*

UPPER ACADEMY
(GRADES 6 – 8)

BOYS	COLOR
FORMAL MONDAYS	
Shirt	Oxford White (*with logo*) Navy Blue Necktie
Pants	Khaki
TUESDAYS – FRIDAYS	
Pants	Khaki
Polo Shirts *Long or Short Sleeve*	Navy Blue (*with logo*)
School Spirit Shirt *(Only Fridays)*	Black Sold by PTA
Winter Wear	DRE Jacket/Solid Navy Blue *Sold by PTA*

GIRLS	COLOR
FORMAL MONDAYS	
Shirt	Oxford White (*with logo*)
Pants	Khaki
TUESDAYS – FRIDAYS	
Pants	Khaki
Polo Shirts *Long or Short Sleeve*	Navy Blue (*with logo*)
School Spirit Shirt *(Only Fridays)*	Black Sold by PTA
Winter Wear	DRE Jacket/Solid Navy Blue *Sold by PTA*

ALL STUDENTS

SHOES	• Any closed style shoes. • No sandals or open toed shoes. No crocs.
BELT	• Any solid color must be worn.
SOCKS	• Socks must be worn.
PANTS	• The dress code strictly requires the use of school quality uniforms; items such as jeans, skinny pants, joggers, and any torn or distressed pants are prohibited.
SWEATSHIRT, JACKETS AND SWEATERS	• Sold by the PTA with DRE jacket with logo (no hoodies). • Solid navy-blue jackets will also be allowed (no hoodies).
SHIRTS	• Shirts must be tucked in all the times.

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 Florida Statute 837.06. In addition, anyone who knowingly makes a false verified declaration is guilty of perjury, a third-degree felony under Florida Statute 95.525.

VISITORS

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

Parents are welcome to visit our school (on official school business), however, we do ask that you adhere to school board policy regarding parent visitation. Between the time pupils are admitted to the classroom and the time they are dismissed, teachers must be permitted to devote their attention to their pupils. No conferences can be held while teachers have direct responsibility for children. In certain instances, appointments can be scheduled during the teacher's "special subject" or planning periods throughout the day at the teacher's discretion. Parents or members of the community are not permitted to "socialize" with employees during the workday. Parents are not permitted to visit a teacher's room without an appointment and only after signing in the main office first.

We appreciate your cooperation in providing a positive learning environment for our children. It is expected that all visitors observe fire regulation and refrain from smoking on school grounds.

WALKERS

- Students who are instructed by their parents to walk must do so immediately upon dismissal. Students cannot wait in any area on school grounds unsupervised. Your child will be escorted by designated staff to the outside walkways and asked to leave school grounds immediately after dismissal.
- If your child walks to and/or from school, please discuss safety measures with your child in order to increase safety awareness.
- We have school security monitors to help increase our students' safety. Please ask your child to follow their instructions.
- Under no circumstances should older siblings or relatives attending Dr. Rolando Espinosa K-8 Center be made responsible for their younger siblings or relatives while waiting for parents.

Under no circumstances should any student remain in the building or return to the building after dismissal. All students are expected to leave school grounds within 15 minutes following dismissal time except for students who are enrolled in the After School-Care Program. Students who remain on or around the school grounds for a longer period of time (more than 15 minutes) after dismissal are considered high risk.

WALKING YOUR CHILD TO SCHOOL

When walking your child to school, all children are to be walked to the basketball court entryway. **Please note that there is no entry into the building.**

- Make sure your child's rout to school is a safe route with adult crossing guards at every intersection.
- Be realistic about your child's pedestrian skills.
- First consider whether or not your child is ready to walk to school without an adult.

Pedestrian injuries are the second leading cause of unintentional death among children ages five to 14. If your child walks to school, or to a bus stop, teach them these simple rules:

- Look left, right, and left again before crossing the street.
- Always try to cross a street when a crossing guard is present.
- Mind all traffic signals and/or the crossing guard, and never cross the street against a light, even if there is no traffic coming.
- Walk with a buddy.

APPENDIX A – School Calendars

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
- Teacher Planning Day available to opt
- Recess Day (10 and 11.5 month)
- Recess Day
- Beg/End of Grading Period
- Legal Holiday
- 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. Physical education provides students the opportunity to attain their optimal of fitness while participating in a carefully planned program of physical activities. Through participation, students develop interest and skills that promote and encourage lifetime fitness while stimulating brain functions that enhance academic achievement.

- 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.

- 2416 – STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION
  - No student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals information.
  - 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. "Instructional material" means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

- 2417 – REPRODUCTIVE HEALTH AND DISEASE EDUCATION
  - The School Board shall provide comprehensive reproductive health and disease education to secondary students.
  - Parents will be notified in advance when the reproductive health and disease lessons - will be taught in the classroom and encouraged to review the program content and instructional materials.
  - Parents may request that a student be exempted from the teaching of reproductive health or any disease, including HIV/AIDS, its symptoms, development and treatment; and the process for requesting such exemption. An appropriate alternative educational assignment will be provided for any student who receives an exemption.

- 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.

- 2432 – DRIVER EDUCATION
  - The driver education program is designed for high school students who elect to participate in any of the available state approved driver education courses and that the purpose of the program is to introduce students to Florida driving laws/rules of the road and safe driving behavior.

- 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, SCHOOL LIBRARY/MEDIA CENTER, AND OTHER EDUCATIONAL MATERIALS
  - Meetings of committees convened for the purpose of ranking, eliminating, or selecting instructional materials for recommendation to the district school board must be noticed and open to the public and committees convened for such purposes must include parents of district students.
  - The District shall maintain on its website a current list of instructional materials, by grade level, purchased by the District. This list can be accesses at http://im.dadeschools.net/. Elementary schools shall maintain a list of materials available at the school on the school website. Parents may object to instructional materials in accordance with District procedures.

- 2623 - STUDENT ASSESSMENT
  - Student assessment shall comply with the law and State Board of Education rules to determine the progress of students and to assist them in attaining student performance objectives and the educational achievement goals of the District.
  - State-mandated tests (e.g., diagnostic assessments and achievement tests) shall be administered to all eligible students at the times designated by the State Board of Education.
  - Administrative procedures for test security and confidentiality of student results are in place to maintain the integrity of District and State assessments.

- 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

- 1139 – EDUCATOR MISCONDUCT
  - Within 24 hours after notification to the Superintendent or governing board chair of a charter school by a law enforcement agency that an employee has been arrested for a

felony or misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the school principal or designee shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

- 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.
  - Staff members shall report immediately to a building administrator any accident, safety hazard, or other potentially harmful condition or situation s/he detects.
  - Staff members shall provide proper instruction in safety matters.
  - Any parent with a concern regarding the implementation of the provisions of F.S. 1001.42(8)(c) may file a written complaint with the principal of their child's school.

- 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 or private 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 or private vehicle.

- 8141 – MANDATORY REPORTING OF MISCONDUCT BY EMPLOYEES
  - III. Parental Notification of Alleged Misconduct
    - Within thirty (30) days of the date on which the District learns of misconduct by instructional personnel, educational support employees, and school administrators that affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, lewd conduct with a student, or any conduct that would result in disqualification from educator certification or employment as provided in F.S. 1012.315 the parent of a student who was subjected to or affected by such misconduct shall receive written notification informing the parent.

- 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. Parents have the right to access SESIR data and to receive timely notification of threats, unlawful acts, and significant emergencies, certain arrests of employees. Student identification cards issued by the District to students in grades 6 through 12 include the telephone numbers for national or statewide crisis and suicide hotlines and text lines. Emergency drills for active assailant and other emergencies shall be conducted at least once every nine (9) week reporting period.

- 8410 – EMERGENCY MANAGEMENT, PREPAREDNESS, AND RESPONSE
  - The School Board recognizes that its responsibility for the safety of students and staff requires that it formulate and prescribe emergency management and emergency preparedness procedures for District schools, in consultations with appropriate public safety agencies, including emergency notification procedures for life-threatening emergencies, including, but not limited to, fires; natural disasters; bomb threats, weapon-use, hostage, and active assailant situations; hazardous materials or toxic chemical spills; weather emergencies, including hurricanes, tornadoes, and severe storms (see Policy 8420.01); and exposure as a result of a manmade emergency; and that such emergencies are best met by preparedness and planning.
  - 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.
  - Florida Statute 943.082 states that if, following an investigation, it is determined that a person knowingly submitted a false tip through FortifyFL, the Internet protocol (IP) address of the device on which the tip was submitted will be provided to law enforcement agencies for further investigation, and the reporting party may be subject to criminal penalties under s. 837.05. In all other circumstances, unless the reporting party has chosen to disclose his or her identity, the report will remain anonymous.

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 health clinical screening, appropriate follow-up if required, and a Florida Certificate of Immunization, DH-680 Form
    - Verification of parent/legal guardian current residence (address)
  - Requires the registering parent to submit truthful and accurate information in accordance with current court orders related to parenting matters.

- The school shall abide by information provided by the parent who completes the initial registration documents or "registering parent." Any person verified as a parent in the District's Student Information System is presumed to be authorized to pick up the student unless otherwise indicated. Parents have the right to change the registering parent by agreement. Any subsequent change to the registering parent listed in the District's student information system must be verified by both parents in accordance with District procedures. Only the registering parent will be permitted to withdraw the student from the school. Any parent contesting the information on the initial registration forms may seek assistance from the court to compel the registering parent to revise the information on the forms. School staff shall provide such persons with the website for the Family Court Self-Help Program at http://www.jud11.flcourts.org/Family-Court-Self-Help-Program. Parents may agree to change the registering parent and submit an *Agreement to Change of Registering Parent Form* (FM-7600) at any time.

- 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, pertussis tetanus (DTaP), hepatitis B, and varicella (chicken pox). Students with a documented history of the varicella (chicken pox) disease by a medical provider on the Florida Certificate of Immunization DH-680 Form 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.
  - The Centers for Disease Control (CDC) also recommends students should receive an annual flu vaccine by the end of October, and all eligible students are encouraged to receive the COVID-19 vaccine including COVID-19 vaccine booster shots to help protect against the virus.

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

- 5517 – PROHIBITION ON DISCRIMINATION AND HARASSMENT AGAINST STUDENTS BASED ON PROTECTED CATEGORIES
  - The Board will enforce its prohibition against discrimination and harassment based on age, citizenship status, color, disability, ethnic or national origin, Family Medical Leave Act (FMLA), gender, gender identity, genetic information, linguistic preference, marital status, political beliefs, pregnancy, race, religion, retaliation, sex, sexual harassment, sexual orientation, social/family background, and any other basis

prohibited by law. The Board shall maintain an educational and work environment free from all forms of discrimination and harassment, including discrimination and harassment prohibited by Title IX of the Education Amendments of 1972.

- This policy prohibits discrimination and harassment at locations, events, or circumstances over which the Board exercises substantial control over both the respondent and the context in which the prohibited conduct occurs, including but not limited to such events occurring on school property, during any school-related or school-sponsored program or activity, and on school-sponsored transportation. This policy also prohibits retaliation against a person who has made a report or filed a formal complaint alleging unlawful discrimination or harassment, or who has participated as a witness in a discrimination or harassment investigation.

- 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 by providing awareness, prevention, and education in promoting a school atmosphere in which bullying, harassment, and intimidation will not be tolerated by students, Board employees, visitors, or volunteers.
  - This policy is also incorporated by reference into the *Code of Student Conduct*, and supersedes any existing policy, guideline, or Board policy regarding bullying and harassment that may be inconsistent with this policy. These policies apply to all students in the District.
  - This policy does not replace the District's current policy prohibiting harassment on the basis of age, citizenship status, color, disability, ethnic or national origin, Family Medical Leave Act (FMLA), gender, gender identity, genetic information, linguistic preference, marital status, political beliefs, pregnancy, race, religion, retaliation, sex, sexual harassment, sexual orientation, social/family background, and any other basis prohibited by law.

- 5517.02 - DISCRIMINATION/HARASSMENT COMPLAINT PROCEDURES FOR STUDENTS
  - This policy provides the steps for individual complaints of discrimination and harassment based on protected categories and the process for addressing the complaints.
  - Students and parents are encouraged to promptly report complaints of discriminatory or harassing conduct to their principal. Additionally, they may report complaints of discriminatory or harassing conduct to the Region Office or the District's Office of Civil Rights Compliance (CRC).
  - All complaints involving student-on-student harassment will be first investigated at the school site. If such complaints are made directly to a District office, the Region Office, or the CRC Office, they will be referred to the school site for the initial investigation. For more information on discrimination and harassment based on the protected categories, please contact CRC at (305) 995-1580 or visit http://tinyurl.com/MDCPS-CRC.

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.
  - Absences shall be reported to the school attendance office by the parent or adult student within three (3) schools days upon the return to school. The Superintendent shall require, from the parent of each student of compulsory school age or from an adult

student who has been absent from school or from class for any reason, a statement of the cause for such absence. The District reserves the right to verify such statements and to investigate the cause of each single absence.

- Educators shall encourage regular attendance of students, maintain accurate attendance records, and follow reporting procedures prescribed by the Superintendent.

- 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. A student is in attendance for a full school day if the student is actually present for at least two (2) hours of the school day, is engaged in an approved, school-sponsored educational activity which constitutes a part of the instructional program for the student, or is participating in pre-approved extra-curricular activities.
  - The registering parent shall indicate on the Emergency Student Data Form the individual(s) to whom the student may be released during the school day.
  - The registering parent who completes the Emergency Student Data Form is responsible for providing information that is truthful and accurate – and in the case of unmarried, divorced, or separated parents, consistent with any court order in effect governing their divorce, separation, or parenting matters.

- 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 CEREMONIES/OBSERVANCES AND MOMENT OF QUIET REFLECTION
  - 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. The principal of each school shall require teachers in the first class period of the school day in all grades to set aside at least one (1) minute, but not more than two (2) minutes, daily, for moment of silence, during which time students may not interfere with other students' participation. The amendments prohibit a teacher from making suggestions as to the nature of any reflection that a student may engage in during the moment of silence and require each teacher in the first class period of the day to encourage parents and guardians to discuss the moment of silence with their children and make suggestions as to how their children can best use this time.

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 – STUDENT 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. Prior to the administration of any prescribed medication by the school nurse or school staff, the student's parent shall provide to the Principal written medication authorization signed by the child's medical provider.

Code of Student Conduct

- 2455 - DROPOUT PREVENTION AND ACADEMIC INTERVENTION PROGRAMS
  - The Superintendent may provide dropout prevention and academic intervention programs for students who, in the opinion of the Superintendent, will benefit from such programs. Participation in a dropout prevention and academic intervention 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. 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
  - Schools shall promote a positive school climate that supports academic achievement and emphasizes civility, fairness, mutual respect, and acceptance of diversity. The *Code of Student Conduct Elementary*, *Code of Student Conduct Secondary*, and the *Post-Secondary Code of Student Conduct*, incorporated by reference, apply to all students in the District. Copies of these documents are on file in the Office of Board Recording Secretary, and the Citizen Information Center, and shall be available in each school and special center.
  - The Superintendent, principals, and other administrators shall assign discipline/corrective strategies to students pursuant to the Code of Student Conduct and, where required by law, protect the student's due process rights to notice, hearing, and appeal. Additional guidelines for the maintenance of appropriate student behavior are issued by memorandum from District administration.
  - The Superintendent shall make the Code of Student Conduct available to all students and their parents.

- 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 schoolwork 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.

Equal Opportunity

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

- 5111.01 - HOMELESS STUDENTS
  - The District Project UP-START program serves children and youth who are identified as meeting the Federal definition of "homeless". 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 (FAPE) in public schools 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. To that end, homeless students shall not be stigmatized or segregated on the basis of their status as homeless. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness and shall remove barriers identifying homeless children and youth.

Exceptional Student Education/Section 504

- 2260.01 SECTION 504 PROCEDURES 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 (SP &P).

- 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.

Fieldtrips/School Social Events

- 2340 - FIELD 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.
- Field trips also include 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 TRIPS
  - Regular or special-purpose school vehicles shall be used for transportation on field trips. These vehicles shall be owned or approved by the District and driven by approved drivers.

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 AND PHYSICAL EDUCATION 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.
  - The District Wellness Policy provides guidelines for food sold on campus for fund raising activities.

- 8531 - STUDENT MEALS
  - Miami-Dade County Public Schools participates in the National School Lunch and Breakfast Program and offers healthy meals every day. For the 2026-2027 School Year, M-DCPS will implement a hybrid model combining CEP alongside traditional free and reduced meal applications.

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 – SCHOOL – ALLIED AND OTHER OUTSIDE SUPPORT ORGANIZATIONS
  - 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 Services

- 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 their child's health, identify 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 (Body Mass Index) 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.

- 2410.01 MENTAL HEALTH SERVICES
  - In accordance with F.S. 1006.041, the School Board will implement a school-based mental health assistance program that includes training classroom teachers and other school staff in detecting and responding to mental health issues and connecting children, youth, and families who may experience behavioral issues with appropriate services.

Homework

- 2330 - HOMEWORK
  - Homework is an essential component of the learning process for students with the assignment of meaningful learning activities. While homework should provide opportunities for students to reinforce what is taught in the classroom, the assignments should be based on learning outcomes that build students' conceptual understanding, develop thinking skills, and focus on the application of knowledge. Homework assignments should engage students in purposeful, relevant learning that meets their academic needs, with assignments emphasizing quality and depth over length and repetition. Homework is not to be assigned as punishment.

Interscholastic Athletics

- 2431 - INTERSCHOLASTIC ATHLETICS
  - A student participates in an interscholastic athletic activity and transfers to another school during the school year may continue to participate in the same interscholastic athletic

activity at the prior school for the remainder of the school year if the parents of the student participating in the activity provide for the transportation of the student to and from the prior school at which the student participates in the activity. The student must continue to fulfill all eligibility requirements and meet the same standards of acceptance, behavior, and performance which is required of other students participating.

- A student may not participate in an interscholastic athletic activity if the student participated in that same activity at another school during the school year, unless the student meets specific criteria as outlined in Board Policy 2431.

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/School Choice/Magnet Schools

- 2370 - MAGNET PROGRAMS/SCHOOLS
  - Magnet programs/schools expand school choice, address declining enrollment, reduce overcrowding, comply with Federal and State mandates, meet parent/student interests, enhance education quality, and foster diverse student enrollments. These unique educational programs operate within the District, with extra resources and services offered to students beyond a single attendance boundary area.

- 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 – SCHOOL CHOICE AND CONTROLLED OPEN ENROLLMENT
  - This policy governs all District school choice placements , except for -placements in Magnet programs/schools that are subject to specific admissions requirements and governed by School Board Policy 2370, Magnet Choice Schools/Programs.
  - Controlled Open Enrollment allows the School District to make K-12 school assignments using parent's indicated preferential educational choice as a significant factor. This section of the policy does not apply to charter schools. Charter schools must adopt their own controlled open enrollment policies and plans.
  - The Controlled Open Enrollment process will only be available following the annual magnet application window and will remain open for not less than four (4) weeks. All controlled open enrollment placements are subject to an approval process.
  - F.S 1003.3101 this section states that each school district board shall establish a transfer process for a parent to request his or her child be transferred to another classroom teacher. Parents cannot choose a specific classroom teacher for their child. Parents may request for his or her child to be transferred to another classroom teacher by contacting the school's administration who will respond to the request within two weeks. Parents will be provided with reasons for any requests which are denied.

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.

- 5780 – PARENTS' BILL OF RIGHTS
  - The Parents' Bill of Rights contains information about School Board policies to support strong, continuing family and community involvement in all aspects of school programs and activities provides support for measurable improvement in student achievement. See also https://parentsbillofrights.dadeschools.net/.

- 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 AND OFFICIAL MOTTO OF THE STATE OF FLORIDA
  - 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.

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.

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 INFORMATION, RECORDS, AND PRIVACY RIGHTS
  - In order to provide appropriate educational services and programming, the School Board has the authority to create student educational records and is responsible for maintaining, reviewing for accuracy, and restricting access to the records. Continued efforts will be made to protect the accuracy and privacy of the information contained in student educational 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 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.

Title I – Schoolwide Program

- 2261 - TITLE I SERVICES
  - The School Board elects to augment the educational program of disadvantaged students through the use of Federal funds, in accordance with the Elementary and Secondary Education Act (ESEA) of 1965, as reauthorized under the Every Student Succeeds Act of 2015. The ESEA is based on four (4) basic principles: stronger accountability for results, increased flexibility and local control, expanded options for parents, and an emphasis on proven educational methods. Parents of participating students are encouraged to be involved in programs, activities, and procedures that are planned and implemented to support children's academic growth.

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 limits access and use of social media by students and staff members from the District's network, except for educational purposes.

- 7540.01 – SECURITY OF DISTRICT TECHNOLOGY
  - All District technology, as defined in Policy 7540, is considered District property and is to be used primarily for business or educational purposes. The District retains the right to access and review all District technology, including the District network, at any time. Users should have no expectation that any information on these systems is confidential or private.

- 7540.03 - STUDENT RESPONSIBLE USE OF TECHNOLOGY, SOCIAL MEDIA, AND DISTRICT NETWORK SYSTEMS, & INTERNET SAFETY

- 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 the District student electronic mail (e-mail) system 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 the student e-mail system are students, their parents and any other individuals or groups issued District student e-mail accounts

Threat Management

- FLORIDA STATUTES, SECTION 1006.07(7)
  - The Marjory Stoneman Douglas Act, among other things, requires the school district to form Threat Management 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 and 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 – Parents' Bill of Rights

PARENTS' BILL OF RIGHTS

Parent Rights and Responsibilities Under Florida Statutes:

1. Pursuant to s. 1002.20(3)(d) and Board Policy 2417, *Reproductive Health and Disease Education*, a parent has the right to opt his or her minor child out of any portion of the school district's comprehensive health education required under s. 1003.42(2)(n) that relates to sex education instruction in acquired immune deficiency syndrome education or any instruction regarding sexuality. The exemption forms for parents to opt-out can be accessed here for grades 6-8 and for grades 9-12.

2. Pursuant to s. 1002.20(6) and Board Policies 2370, *Magnet Schools* 5131, *Student Transfers and Controlled Open Enrollment*, and 9800, *Charter Schools*, parents are provided with school choice options, including open enrollment.

3. In accordance with s. 1002.20(3)(b) and Board Policy 5320, *Immunization*, a parent has the right to exempt his or her minor child from immunizations.

4. In accordance with s. 1008.22 and Board Policy 2623, *Student Assessment*, a parent has the right to review statewide, standardized assessment results.

5. In accordance with s. 1003.57 and Board Policy 2460, *Exceptional Student Education* and *Exceptional Student Education Policies and Procedures* (SP&P), incorporated by reference, a parent has the right to enroll his or her minor child in gifted or special education programs.

6. In accordance with s. 1006.28(2)(a)1. and Board Policies 2510, *Instructional Materials* and 2540, *Instructional Use of Audiovisual Materials*, a parent has the right to inspect school district instructional materials.

7. In accordance with s. 1008.25 and Board Policy 5410, *Student Progression Plan*, a parent has the right to access information relating to the school district's policies for promotion or retention, including high school graduation requirements.

8. In accordance with s. 1002.20(14) and Board Policies 5410, *Student Progression Plan* and 5200, *Attendance*, a parent has the right to receive a school report card and be informed of his or her minor child's attendance requirements.

9. In accordance with s. 1002.23 and Board Policies 2215, *Program of Instruction*, 2510, *Instructional Materials and Resources*, 2540, *Instructional Use of Audiovisual Materials*, 5410, *Student Progression Plan*, and 5200, *Attendance*, a parent has the right to access information relating to the state public education system, state standards, report card requirements, attendance requirements, and instructional materials requirements.

10. In accordance with s. 1002.23(4) and Board Policy 2125, *Educational Excellence School Advisory Council* and Board Policy 9210, *Parent Organizations*, a parent has the right to participate in parent-teacher associations and organizations that are sanctioned by a district school board or the Department of Education.

11. In accordance with s. 1002.222(1)(a) and Board Policy 2416, *Student Privacy and Parental Access to Information*, a parent has the right to opt out of any district-level data collection relating to his or her minor child not required by law.

Parental rights do not authorize a parent of a minor child to engage in conduct that is unlawful or to abuse or neglect their minor child in violation of general law. The parental rights listed above do not prohibit or impede child welfare activities, or any other statutory or legal duties or rights, when performed by a court of competent jurisdiction, law enforcement officer or employees of a government agency.

APPENDIX D – FortifyFL

Miami-Dade County Public Schools
giving our students the world

Superintendent of Schools
Dr. Jose L. Dotres

Miami-Dade County School Board
Mari Tere Rojas, Chair
Monica Colucci, Vice Chair
Roberto J. Alonso
Dr. Dorothy Bendross-Mindingall
Mary Blanco
Danny Espino
Joseph S. Geller
Luisa Santos

July 1, 2026

Dear Parents and Guardians,

Miami-Dade County Public Schools recognizes that a primary concern of all, is the safety of our children. In an effort to make schools safe, School Resource Officers (SROs) will be available in all schools to facilitate a safe learning environment. The SRO Program focuses on building meaningful relationships between police and the school community.

For the SRO Program to be successful and effective, your participation is essential. Your involvement helps to ensure that your child's school is a safe haven where all students can continue to receive a high-quality learning experience. We encourage you to report threats and/or suspicious activity by utilizing FortifyFL, which can be found throughout the district website or at www.getfortifyfl.com. In addition, you may continue to report suspicious activity through our "SEE something SAY something" campaign, at 305-995-COPS (2677).

Please visit our website at www.mdspolice.com where you can access additional departmental information and follow us on our social media channels for current updates. If you have any questions about the SRO program, or if we can be of any help to you or your child, please feel free to contact the SRO at your child's school or call us at 305-995-COPS (2677).

I wish you all a safe and successful school year.

Sincerely,

Ivan E. Silva
Chief of Police

L#020

cc: School Site Principal

Perla Tabares Hantman School Board Administration Building
1450 N.E. 2nd Avenue • Miami, Florida 33132
305-995-1000 • www.dadeschools.net

FORTIFYFL

SUSPICIOUS ACTIVITY REPORTING APP

QUICKLY AND EASILY SUBMIT A TIP

By accessing FortifyFL, students can provide a description of the threat, share pics and videos and optionally submit their contact information.

Anonymous or Non-Anonymous

You decide whether you want to include your name and contact information.

Convenient

Submitting a tip is quick and easy using our mobile app or website.

Include Photos and Video

You can also include photos or video with your tip report.

QUICKLY SEND TO AUTHORITIES

FortifyFL automatically routes your tip report to the appropriate law enforcement agencies and school officials.

Your School Officials

The tip report goes to your local school officials when submitted.

Local Law Enforcement

Your local police department or sheriff office receive copies of your tips automatically.

State-Level Officials

State-level officials also have access to your tips to make sure proper steps are taken.

FortifyFL is a suspicious activity reporting tool that allows you 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.

#FORTIFYFL

GETFORTIFYFL.COM

Download on the App Store

GET IT ON Google Play

FLORIDA DEPARTMENT OF EDUCATION

APPENDIX E – Discrimination/Harassment Poster and Police

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA ADHERES TO
A POLICY OF NONDISCRIMINATION IN THE EDUCATIONAL AND WORK ENVIRONMENT

DISCRIMINATION / HARASSMENT

It is the policy of the School Board that all students and employees be treated with respect. The School Board affirmatively strives to provide a workplace and educational environment free from discrimination and harassment (including sexual harassment), as required by law. Through this policy, the School Board establishes its intent to provide equal access, opportunity, and treatment to students in the provision of educational programs and activities and to applicants and employees in all aspects of employment. Discrimination and harassment based on the protected categories listed below will NOT be tolerated by the School Board.

M-DCPS School Board Policies prohibit discrimination and harassment based on the following protected categories:

AGE - This category prevents denial of equal employment and/or educational opportunities because of a person's age.

CITIZENSHIP STATUS - This category prevents denial of equal employment and/or educational opportunities because of a person's citizenship or immigration status.

COLOR - This category prevents denial of equal employment and/or educational opportunities because of a person's skin tone. Color discrimination can occur within the same race; for example someone who has a darker complexion may discriminate against someone that has a lighter complexion.

DISABILITY - This category prevents denial of equal employment and/or educational opportunities because a person either has, or is perceived to have a permanent impairment that substantially limits or prevents a major life activity. For example, walking, seeing, hearing, talking, sitting, or standing.

ETHNIC/NATIONAL ORIGIN - This category prevents denial of equal employment and/or educational opportunities because of a person's or their ancestors' place of origin; or because an individual has the physical, cultural or linguistic characteristics of a national origin group.

FAMILY MEDICAL LEAVE ACT (FMLA) - This category prevents harassment or discrimination against and eligible employee exercising their right to take up to 12 work weeks of leave during any 12 month period for one or more of the reasons defined in the FMLA statute.

GENDER - This category prevents denial of equal employment and/or educational opportunities because of a person's gender.

GENDER IDENTITY/STEREOTYPES - This category prevents denial of equal employment and/or educational opportunities because of a person's gender-related identity, appearance, expression, or behavior, regardless of the individual's assigned sex at birth.

GENETIC INFORMATION (GINA) - This category prevents denial of equal employment opportunities and/or harassment because of a person's genetic information.

LINGUISTIC PREFERENCE - This category prevents denial of equal employment and/or educational opportunities because of the language a person speaks unless there is a legitimate business need for requiring that a specific language be spoken.

MARITAL STATUS - This category prevents denial of equal employment and/or educational opportunities because a person is or is not married.

POLITICAL BELIEFS - This category prevents denial of equal employment and/or educational opportunities because of a person's support and/or affiliation or lack thereof with a particular political party.

PREGNANCY - This category prevents denial of equal employment and/or educational opportunities due to current pregnancy, past pregnancy, potential pregnancy, medical conditions related to pregnancy or childbirth including breastfeeding/lactation.

RACE - This category prevents denial of equal employment and/or educational opportunities because of a person's race. The five federally recognized racial categories are American Indian or Alaskan Native, Asian, Black or African American, Hawaiian or Other Pacific Islander, and White. This category also prevents discrimination and harassment because of marriage to or association with an individual of a different race.

RELIGION - This category prevents denial of equal employment and/or educational opportunities because of a person's sincerely held religious beliefs.

RETALIATION - This category prevents adverse action against individuals because they engaged in a protected activity such as complaining about discrimination, filing a charge of discrimination, or participating in civil rights investigative proceedings.

SEX - This category prevents denial of equal employment and/or educational opportunities because of a person's biological sex.

SEXUAL HARASSMENT - This category prevents denial of equal employment and/or educational opportunities due to sexual harassment

SEXUAL ORIENTATION - This category prevents denial of equal employment and/or educational opportunities because of person's actual or perceived sexual orientation.

SOCIAL AND FAMILY BACKGROUND - This category prevents denial of equal employment and/or educational opportunities because of a person's socio-economic, familial and/or educational background.

RETALIATION AGAINST A STUDENT OR EMPLOYEE WHO FILES A COMPLAINT IS PROHIBITED BY LAW

Sexual Harassment will NOT be tolerated.

MIAMI-DADE COUNTY PUBLIC SCHOOLS (M-DCPS) DOES NOT DISCRIMINATE ON THE BASIS OF SEX IN ANY EDUCATION PROGRAM OR ACTIVITY THAT IT OPERATES AS REQUIRED BY TITLE IX. M-DCPS ALSO DOES NOT DISCRIMINATE ON THE BASIS OF SEX IN ADMISSIONS OR EMPLOYMENT.

For additional information about Title IX or any other discrimination/harassment concerns, contact the U.S. Department of Education Assistant Secretary for Civil Rights and/or:

Office of Civil Rights Compliance (CRC)
District Director/Title IX Coordinator
155 N.E. 15th Street, Suite P104E
Miami, Florida 33132
Phone: (305) 995-1580 TDD: (305) 995-2400
Email: crc@dadeschools.net
Website: https://tinyurl.com/MDCPS-CRC

For additional information on Section 504 of the Rehabilitation Act of 1973 or any other student disability concerns contact:

Department of Exceptional Student Education
1501 N.E. 2nd Avenue, Suite 407
Miami, Florida 33132
Phone: (305) 995-2037 TDD: (305) 995-2400
Email: ese@dadeschools.net
Website: https://ese.dadeschools.net

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Anti-Discrimination Policy

The School Board of Miami-Dade County, Florida adheres to a policy of nondiscrimination in employment and educational programs/activities and strives affirmatively to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964, as amended - prohibits discrimination on the basis of race, color, and national origin, including actual or perceived shared ancestry or ethnic characteristics, or citizenship or residency in a country with a dominant religion or distinct religious identity.

Title VII of the Civil Rights Act of 1964, as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, and national origin.

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex. M-DCPS does not discriminate on the basis of sex in any education program or activity that it operates as required by Title IX. M-DCPS also does not discriminate on the basis of sex in admissions or employment.

Age Discrimination Act of 1975 - prohibits discrimination based on age in programs or activities.

Age Discrimination in Employment Act of 1967, as amended (ADEA) - prohibits discrimination on the basis of age with respect to individuals who are at least 40 years old.

The Equal Pay Act of 1963, as amended - prohibits gender discrimination in the payment of wages to women and men performing substantially equal work in the same establishment.

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against qualified students with disabilities.

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations, and telecommunications.

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for certain family and medical reasons.

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions.

Florida Educational Equity Act (FEEA) - prohibits discrimination on the basis of race, color, sex, gender, national origin, religion, marital status, or disability in public education.

Florida Civil Rights Act of 1992 - secures all individuals within the state freedom from discrimination because of race, color, religion, sex, pregnancy, national origin, age, handicap, or marital status.

Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) - prohibits discrimination against employees or applicants because of genetic information.

Boy Scouts of America Equal Access Act of 2002 – No public school shall deny equal access to or a fair opportunity for groups to meet on school premises or in school facilities before or after school hours or discriminate against any group officially affiliated with Boy Scouts of America or any other youth or community group listed in Title 36 as a patriotic society.

Veterans are provided re-employment rights in accordance with 38 U.S.C. § 4312 (Federal Law) and Section 295.07 (Florida Statutes), which stipulate categorical preferences for employment.

In Addition:
School Board Policies 1362, 3362, 4362, and 5517 - Prohibit harassment and discrimination against students, employees, or applicants on the basis of age, citizenship status, color, disability, ethnic or national origin, FMLA, gender, gender identity, genetic information, linguistic preference, marital status, political beliefs, pregnancy, race, religion, sexual harassment, sexual orientation, social and family background, and any other legally prohibited basis. Retaliation for engaging in a protected civil rights activity is also prohibited.

For additional information about Title IX or any other discrimination/harassment concerns, contact the U.S. Department of Education Assistant Secretary for Civil Rights and/or:

Office of Civil Rights Compliance (CRC)
District Director/Title IX Coordinator
155 NE 15th Street, Suite P104E
Miami, Florida 33132
Phone: (305) 995-1580 TDD: (305) 995-2400
Email: crc@dadeschools.net
Website: https://tinyurl.com/MDCPS-CRC

For additional information on Section 504 of the Rehabilitation Act of 1973 or any other student disability concerns contact:

Department of Exceptional Student Education
1501 NE 2nd Ave, Suite 407
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APPENDIX F – Standard Response Protocol

STANDARD RESPONSE PROTOCOL

PARENT GUIDANCE

In the event of a live incident, parents may have questions about their role.

SECURE

"Get Inside. Lock outside doors"

Secure is called when there is something dangerous outside of the building. Students and staff are brought into the building and the outside doors will be locked. The school might display the Building is Secured poster on entry doors or nearby windows. Inside, it will be business as usual.

SHOULD PARENTS COME TO THE SCHOOL DURING A SECURE EVENT?

Probably not. Every effort is made to conduct classes as normal during a secure event. Additionally, parents may be asked to stay outside during a Secure event.

WHAT IF PARENTS NEED TO PICK UP THEIR STUDENT?

Depending on the situation, it may not be safe to release the student. As the situation evolves, Secure might change to a Monitored Entry and/or Controlled Release.

WILL PARENTS BE NOTIFIED WHEN A SCHOOL GOES INTO SECURE?

When a secure event is brief or the hazard is non-violent, like a wild animal on the playground, there may not be a need to notify parents while the Secure is in place.

With longer or more dangerous events, the school should notify parents that the school has increased their security.

LOCKDOWN

"Locks, Lights, Out of Sight"

A Lockdown is called when there is something dangerous inside of the building. Students and staff are trained to enter or remain in a room that can be locked, and maintain silence.

A Lockdown is only initiated when there is an active threat inside or very close to the building.

SHOULD PARENTS COME TO THE SCHOOL DURING A LOCKDOWN?

The natural inclination for parents is to go to the school during a Lockdown. Understandable, but perhaps problematic. If there is a threat inside the building, law enforcement will be responding. It is unlikely that parents will be granted access to the building or even the campus. If parents are already in the school, they will be instructed to Lockdown as well.

SHOULD PARENTS TEXT THEIR STUDENTS?

The school recognizes the importance of communication between parents and students during a Lockdown event. Parents should be aware though, during the initial period of a Lockdown, it may not be safe for students to text their parents. As the situation resolves, students may be asked to update their parents on a regular basis.

In some cases, students may be evacuated and transported off-site for a student-parent reunification.

WHAT ABOUT UNANNOUNCED DRILLS?

The school may conduct unscheduled drills, however it is highly discouraged to conduct one without announcing that it as a drill. That's called an unannounced drill and can cause undue concern and stress.

Parents should recognize that the school will always inform students that it is a drill during the initial announcement.

It's important to differentiate between a **drill** and an exercise. A drill is used to create the "Muscle Memory" associated with a practiced action. There is no simulation of an event; this is simply performing the action. An exercise simulates an actual event to test the capacity of personnel and equipment.

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K12 2021 STANDARD RESPONSE PROTOCOL

STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

"In Your Classroom or Area"

Students are trained to:
- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:
- Close and lock the door
- Account for students and adults
- Do business as usual

SECURE

"Get Inside. Lock outside doors"

Students are trained to:
- Return to inside of building
- Do business as usual

Adults and staff are trained to:
- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual

LOCKDOWN

"Locks, Lights, Out of Sight"

Students are trained to:
- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:
- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend

EVACUATE

"To a Location"

Students are trained to:
- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:
- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults

SHELTER

"State Hazard and Safety Strategy"

Hazards might include:
- Tornado
- Hazmat

Safety Strategies might include:
- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:
- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:
- Appropriate Hazards and Safety Strategies
- Accounting for students and adults

APPENDIX G – Dadeschools Mobile App