

MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

2024 – 2025



15625 S.W. 80th Street
MIAMI, FLORIDA 33193
PHONE (305)380-1901

OFFICE HOURS: 8:00 A.M. – 4:00 P.M.

BEFORE/AFTER SCHOOL PROGRAM HOURS: 7:00 A.M. – 6:00 P.M.



INSTAGRAM: @DanteDolphin

WEBSITE: <https://dantefascellelementary.net/>

TWITTER: @Dante_Dolphin

Rachel Pierre-Louis, Principal

Melissa Garcia, Assistant Principal



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Miami-Dade County Public Schools
The School Board of Miami-Dade County, Florida

Ms. Mari Tere Rojas, Chair

Ms. Monica Colucci, Vice Chair

Mr. Roberty J. Alonso

Ms. Lucia Baez-Geller

Dr. Dorothy Bendross-Mindingall

Ms. Mary Blanco

Mr. Danny Espino

Dr. Steve Gallon III

Ms. Luisa Santos

Student Advisor

Maurits E. Acosta

SUPERINTENDENT OF SCHOOLS

Dr. Jose L. Dotres

OFFICE OF SCHOOL LEADERSHIP AND PERFORMANCE

Dr. John Pace III

Deputy Superintendent



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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*



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

TABLE OF CONTENTS

Message from Principal

Message from Assistant Principal

School's Mission Statement

Biography of person the school is named after

Faculty Roster

Feeder Pattern Schools

School Information

- *Bell Schedule*
- *Early Sign Out*
- *Late Arrival*
- *Lost and Found School Policy*
- *Opening and Closing Hours of Schools*

Important Dates

- *Back to School Nights - Open House*
- *Interim Progress Report & Report Card Distribution*

Academic Programs – Student Progression Plan (SPP)

Before/After School Care Program & Middle School Enrichment After School Program

Bring Your Own Devices (BYOD)

Bullying Prevention

Closing of School

Code of Student Conduct

Community School Program

Comprehensive Student Services Program



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Discrimination/Harassment

Dismissal

- *Bicycles/Skateboards (as applicable)*
- *Students Drop-Off Pick-up (as applicable)*

Early Dismissal

EESAC

Elevator (as applicable)

Emergency Contact Information

Fieldtrips

Homework

Interscholastic Athletics/Intramurals (as applicable)

LGBTQ Support

Mealtime Environment

- *Free Breakfast*
- *Meal Program Information*
- *Meal Prices*
- *Peanut-Allergies/Peanut-Free School*

Mental Health Services

Newsletter (as applicable)

- Connection Newsletter

Prekindergarten Programs

Protocols for Addressing Concerns

Public-Private Collaboration

Recess

Safety and Security

- Emergency Operations Plan



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- Fire Drills
- Emergency Drills
- Lockdown Procedures
- Threat Assessments
- Visitors

School Activities/Clubs

School Class Pictures Process

School Transportation

Special Education/Section 504

Student Records

Student Success Centers

School Volunteer Program

The Parent Academy

Verification of Residency

Appendix A - School Calendars

Appendix B – Florida Statutes and School Board Policies

Appendix C – Parents' Bill Of Rights

Appendix D – Discrimination/Harassment Poster and Policy





Dear Parents,

As we eagerly open the book to the 2024-2025 school year at Dante B. Fascell Elementary, we extend a heartfelt welcome back to our families. This year, we're captivated by our theme: "D.B.F.E. The Greatest Story Ever Told."

Our narrative is not just about academic rigor; it's about crafting a tale of academic excellence intertwined with social-emotional wellness. We believe that every student's success story is written through a balance of scholarly achievements and emotional growth.

At D.B.F.E., we strive for excellence in education, ensuring that our curriculum not only meets but exceeds standards. Our teachers are the guiding mentors in your child's educational journey, fostering a love for learning and a thirst for knowledge.

Simultaneously, we recognize the importance of nurturing the heart as well as the mind. Our school is a safe haven where students learn to navigate their emotions, build resilience, and develop empathy. We are dedicated to supporting our students' well-being, ensuring they have the emotional tools to face life's plot twists.

Together, let's embark on this epic tale of discovery, where each day adds depth to "The Greatest Story Ever Told." Here's to a year filled with chapters of breakthroughs, joy, and a community that champions both the intellectual and emotional sagas of our students.

Welcome back to the adventure. Let's make this year another bestseller at D.B.F.E.!

Warm regards,

Rachel Pierre-Louis

Mrs. Rachel Pierre-Louis, Principal

Warm regards,





Dante B. Fascell Elementary School

The Greatest Story Ever Told

STAFF DIRECTORY (2024-2025)

Name (Last, First)	Grade / Position	Email
Pierre-Louis, Rachel	Principal	rpierre-louis@dadeschools.net
Garcia, Melissa	Assistant Principal	melissa_garcia@dadeschools.net
Hernandez, Kassandra	Treasurer / Principal's Secretary / ASC Manager	kassandra_hernandez@dadeschools.net
Mendez, Lourdes	Registrar	339248@dadeschools.net
Urrunaga, Gina	Community School Specialist (CSS)	322422@dadeschools.net
Morales, Giselle	Community School Clerical Aide	342598@dadeschools.net
Calenzani, Laura	Community Involvement Specialist (CIS)	lcalenzani@dadeschools.net
Santiago, Raquel	Counselor	rasantiago@dadeschools.net
Lavoie, Brittany	Mental Health Coordinator	blavoie@dadeschools.net
Gamundi, Debra	Pre-K	dgamundi@dadeschools.net
Rodriguez, Maday	Pre-K Paraprofessional	madayrodriguez@dadeschools.net
Somoza-Comotis, Teresa	Pre-K (Inclusion)	339194@dadeschools.net
O'Donnell-Gallimore, Sharon	Pre-K Paraprofessional	307426@dadeschools.net
Casares, Lissette	Pre-K (Reverse Mainstream)	casaresl@dadeschools.net
Hoyos, Paola	Pre-K Paraprofessional	paolafss305@dadeschools.net
Cantin, Lisa	Kindergarten	lcantin@dadeschools.net
Acosta, Jacqueline	Kindergarten	jacosta1@dadeschools.net
Moller, Nancy	Kindergarten - First Grade (IND)	nmoller@dadeschools.net
Koffi, Stephanie	Paraprofessional (IND)	265382@dadeschools.net
Bogan, Kimberly	First Grade	kbogan@dadeschools.net
Fernandez, Lourdes	First Grade	lfernandez6@dadeschools.net
Rampersaud, Elaine	First Grade	erampersaud@dadeschools.net
Ryan, Kerry	First - Third Grade (IND)	kryan@dadeschools.net
Noisette-Andre, Daphne	Paraprofessional (IND)	dandre@dadeschools.net
Chernes-Melendez, Tangie	Second Grade	tchernes@dadeschools.net
Arnaez, Martha	Second Grade	marnaez14@dadeschools.net
Mancebo, Carlos	Third Grade	cmancebo@dadeschools.net
Dominguez, Martha	Third Grade	diaz0809@dadeschools.net
Rodriguez, Liliana	Third Grade	334136@dadeschools.net
Alvarez, Lisa	Second - Third Grade (GIFTED)	lalvarez@dadeschools.net
Guevara, Ileana	Fourth Grade	iguevara@dadeschools.net
Caldera, Eileen	Fourth Grade	ecaldera@dadeschools.net
Torres, Elizabeth	Fourth - Fifth Grade (IND)	lizitorres@dadeschools.net
Vargas-Pineda, Homayra	Paraprofessional (IND)	hpineda@dadeschools.net
Lambert-Duque, Audrey	Fifth Grade	alambert@dadeschools.net
Pico, Shirley	Fifth Grade	spico1@dadeschools.net
Gomez, Navia	Fourth - Fifth Grade (GIFTED)	237245@dadeschools.net
Gasteli, Jaime	Spanish/CCHL	jpgasteli@dadeschools.net
Robledo, Leslie	ESOL/ Spanish	lrobledo@dadeschools.net
Valdes, Cecilia	ESOL/ Spanish	cvaldes@dadeschools.net
Parra, Andres	Physical Education	260009@dadeschools.net
Morales, Mike Antonio	Art (Itinerant)	262892@dadeschools.net
Dr. Janet Duguay-Kirsten	Music (Itinerant)	jduguay@dadeschools.net
Gale, Adriana	ESE Support Facilitation	galea@dadeschools.net
Hughes, Leyda	ESE Support Facilitation	lanaya@dadeschools.net
Delvalle, Stephanie	ESE Support Facilitation	322880@dadeschools.net





At Dante B. Fascell Elementary School, we begin and end each school day with clear goals in mind. These objectives define our school-wide purpose and shape the work we do. DBFE is driven by the collaborative efforts of students, staff, parents, and the business community to build a solid foundation that includes the underlying beliefs and values that all children can and will learn, given mutual respect and support.

I. MISSION STATEMENT

Our school-wide mission is to brighten the future through the power of knowledge, using a multiple-intelligence approach.

II. VISION

Dante B. Fascell Elementary School will help individuals excel by discovering their full potential, experiencing the lure of the future, and dreaming of and actualizing the possible. The vision will be accomplished by: daring to dream, nurturing the intellect, expressing emotions, raising achievement, sharing responsibility, and fostering the love for reading.

Tribute: Dante B. Fascell

Dante B. Fascell Elementary School was named in honor of Mr. Fascell's outstanding accomplishments and dedication to our community.

Dante B. Fascell was born in 1917 in Bridgehampton, Long Island, New York. Throughout his lifetime, he had many accomplishments:



- Representative from Florida
- Member of the State house of Representatives, 1950-1954
- Congress, 1955-1993
- Presidential Medal of Freedom by President William Jefferson Clinton, 1998
- He married the former Jeanne-Marie Pelot in 1941. They had three children: Sandra-Jeanne Diamond (Mrs. Frank), Toni Francesca Strother, and Dante Jon Fascell (deceased February, 1984).

Dante B. Fascell passed away on November 28, 1998. He has left a legacy of personal triumph, sacrifice, dedication, honesty, sincerity, and love to his family, friends, colleagues, community, and especially children.



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK



Dante B. Fascell Elementary School opened its doors in the fall of 1996.

Feeder Pattern Schools

John A. Ferguson Senior

School Loc. #	Name	Regional	Feeder Pattern	Board Member District
0451	Bowman Foster Ashe Elementary School	5	John A. Ferguson Senior	7
1811	Dante B. Fascell Elementary School	5	John A. Ferguson Senior	7
4691	Jane S. Roberts K-8 Center	5	John A. Ferguson Senior	7
6131	Howard A. Doolin Middle School	5	John A. Ferguson Senior	7
6921	Lamar Louise Curry Middle School	5	John A. Ferguson Senior	7
7121	John A. Ferguson Senior	5	John A. Ferguson Senior	7



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

School Information

School Hours: Classes begin at **8:20 a.m. for grades K-1**, at **8:35 a.m. for grades 2-5** every day. Teachers will meet students in designated areas 10 minutes before classes start, (8:10 am Grades K-1 and 8:35 am for grades 2-5). For the student's wellbeing and safety, all parents are encouraged to comply with arrival and dismissal times. Furthermore, classes are scheduled to end at **1:50 p.m. for grades K-1**, and at **3:05 for students in grades 2-5**. However, **Wednesday continues to be early dismissal and grades K-5 leave at 1:50 p.m.**

Attendance Policy

In Miami-Dade County Public Schools, successful academic progress begins with regular and punctual school attendance. Simply stated, students who are not in school are in danger of not fully learning the grade level standards. Although the assignments missed may be able to be made up, the actual instruction as well as the teacher/student interaction and lesson clarification cannot be recreated.

Florida Statute 1003.24 states that each parent of a child of compulsory school age shall be responsible for each child's school attendance as required by law. The absence of a student from school is prima facie evidence of a violation of this section. To this end, the Superintendent may file a truancy petition.

At Dante B. Fascell Elementary, the following actions will be implemented as it relates to both absences and tardies:

- If a student has accumulated **three (3) tardies or absences** (either excused or unexcused), the homeroom teacher will contact the parent via phone or e-mail.
- If a student has accumulated **five (5) tardies or absences** (either excused or unexcused), the teacher will submit a Student Case Management Referral (SCM) to the counselors.
 - The counselors and/or the administration will then contact the parent to discuss their child's attendance and/or tardy issue to get a clear understanding of what is occurring as it relates to attendance. In addition, the counselors/administration will discuss possible ways the school may be able assist the family in this matter. Please note the only way to ensure that the school is aware of the student's attendance matter and has reached out to the parent or guardian is to **enter all actions taken on a SCM**. Once processed, this form will be placed in the student's cumulative record.
- If a student has accumulated **ten (10) tardies or absences** the homeroom teacher will once again submit a SCM to administration.

Excused School and Class Absences and Tardies

- **Student Illness:** Students missing five (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.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- **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.
- **Death in Family**
- **Religious Holiday:** Observance of a religious holiday or service when it is mandated for all members of a faith that such a holiday or service is observed. The religious holiday must be listed on the district's approved list of religious holidays.
- **School-sponsored Event or Enrichment Activity:** 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 regional, state and national competitions.
- **Subpoena:** Subpoena by law enforcement agency or mandatory court appearance.
- **Outdoor Suspensions**
- **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.

Unexcused School Absence

Any absence that does not fall into one of the above excused absence categories shall be considered unexcused. Any student who has been absent from school will be marked unexcused until they submit the required documentation as specified above. **Failure to provide required documentation within three (3) school days upon the return to school will result in an unexcused absence.** Unexcused absences include:

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

Bell Schedule - Arrival to the classroom after the 8:20 a.m. (Grades K-1) or 8:35 a.m. (grades 2-5) bell means the student is tardy as instruction will already be taking place. Teachers supervise students to assigned exits at dismissal time. Students are to follow instructions applicable to their personal circumstance (e.g. After School Care, bus pick-up location, parent pick-up procedures). Parents, please refer to the Traffic Safety Procedure included in this booklet.

- **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**



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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**

Lost and Found items are stored in a box by the front entrance. Students should check for missing items. Please label all personal items for easy identification. Monthly, unclaimed items are donated to charity.

- **Opening and Closing Hours of Schools**

- The office is open from Monday through Friday at 8:00 A.M. – 4:00 P.M.
- The gates open at **7:45 for students who wish to have breakfast** in the cafeteria. Supervision of students is provided starting at 8:00 AM.

- **Access to Campus**

The campus will be closed to unauthorized adults before, during and after school. If you have a scheduled meeting with a teacher, please check in with the front monitor to obtain a Visitor Badge then report to the Main Office and wait for the teacher to greet you.

- **Lunch Time**

Our front entrance courtyard area is designated as a "Spill Out" area for students. This will enable students to socialize with their peers from other classes after they have finished their lunch.

- **Volunteers**

Volunteers are always an integral part of DBFES and welcome on campus. However, volunteers will have limited access this year due to the mitigations from the pandemic. We encourage all parents to join our PTA, there are many opportunities for parents and community members to get involved!



**MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK**

Important Dates

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

School Level	Window Period	School Date
Elementary/K-8 Centers	TBA	

INTERIM PROGRESS REPORT SCHEDULE

Grading Period	Distribution Date
1	September 20, 2024
2	November 22, 2024
3	February 21, 2025
4	May 9, 2025

ELECTRONIC GRADEBOOK SCHEDULE

	End of Period	*Gradebook Upload to ITS	Report Cards Available In the Portal No Later Than
1	October 18, 2024	October 18, 2024	October 23, 2024
2	January 16, 2025	January 17, 2025	January 23, 2025
3	March 21, 2025	March 21, 2025^	April 2, 2025
4	June 5, 2025	June 6, 2025	June 11, 2025

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 Statutes, State Board of Education Rules and Policies established by The School Board of Miami-Dade County.

Before/After School Care Program & Middle School Enrichment After School Program



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

For those parents considering going back to work and/or are presently working, there are 240 low cost Before and After School Care programs that serve both Elementary and K-8 Center students and 54 Middle School Enrichment After School programs that help tutor middle school students throughout the Miami-Dade County School district. Each of these programs are staffed with state certified instructors, state certified program managers, or state certified activity leaders who are all prepared to enrich and expand the after-school experience of the students they serve.

This year, Miami-Dade County Public Schools will offer 294 After School programs on school days. Before-school care programs will be provided as needed. After-school care programs are conducted from the time of school dismissal until 6:00 p.m. Before-school care programs begin approximately one hour before school starts. Summer Camp operates from 7:00 a.m. until 6:00 p.m. Parents should check with their child's school for specific start times.

All after-school care programs provide planned activities, which include homework assistance, indoor and outdoor games, arts and crafts, snack time and various recreational activities. Many programs offer reading and math tutoring, music, ceramics, chess, drama and other classes designed to provide participants with a variety of educational and enrichment experiences. Before-school care programs provide supervised, quiet activities for students.

The cost of Elementary and K-8 after school care is \$12 a day or \$60 per week. If your child qualifies for free and reduced lunch and you complete the application, the charge is \$11 a day or \$55 a week. Payment is due monthly through the FOCUS online portal. Payments must be issued before the first of the following month or you will incur a \$15 late fee charge.

DBFE's AFTER SCHOOL CARE PROGRAM (ASC)

The CRE ASC program offers:

- Before School Care (7:00 am – 8:35 am)
- Story Hour (M, T, Th, F from 1:50 – 2:50)
- ASC (M – F 1:50 – 6:00 pm)

Parents requesting information on the Before/After School Care Program should be directed to call (305)380-1901.

- Before care will begin at 7:00 AM and accessed through the front gate where supervision will take place in the Media Center.

Students will be escorted to the Cafeteria for breakfast at 7:45 A.M.

- Morning supervision will take place until 8:25 AM when students will be escorted to class by BSC staff.
 - Dismissal for Students in grades Pre-K through First Grade will take place prior to the dismissal of all other students in these grade levels, beginning at 1:40 PM to allow ASC staff to pick up students and escort them to their designated location by grade level.
 - Students in grades two through five will take place prior to the dismissal of all other students in these grade levels, beginning at 3:00 PM to allow them sufficient time to walk towards the cafeteria for attendance and meet in their ASC groups by grade level.
 - The ASC Program runs through 6:00 PM.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- Parents will report to the front entrance of the school to request to pick up their child from ASC
- Students will need to be signed out in order to be called to the front gate.

Bring Your Own Device (BYOD)

Bring Your Own Device allows students, parents, staff and guests utilize technology devices at specified times during the instructional day to enhance the learning experience. Examples of the types of technology which can be used are Windows laptops/tablets, Mac laptops, Android tablets, and iPads. More information about the BYOD program as well as minimum device specifications for those that are considering purchasing a device can be found at <https://digital.dadeschools.net>

Bullying Prevention

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. - 4:30 p.m., Monday through Friday. Students and parents may also report bullying through our Districts 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](#).

Closing of School

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

Code of Student Conduct

Miami-Dade County School Board approved a revised 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 Code of Student Conduct 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 Code of Student Conduct 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,



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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.dadeschoolbtols.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.

Community School Program

The Community School Program offers an opportunity for the public-school system to determine the needs of the community and provides a mechanism to meet those needs. The curriculum of the Community School Program is as wide and varied as the needs of the community it serves. Community schools provide programs that are funded by fees, tuition, grants, and donations, on community school sites, in adult centers, in satellite programs, and at off-campus, non-public school locations throughout Miami-Dade County.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Each of the 17 Community Education Centers offer classes for individuals of all ages, skill levels and language capabilities. Students enrolling in language or computer classes have the opportunity to enhance the job skills needed to satisfy the demands of today's world. Annually, thousands of people have taken advantage of these recreational and educational opportunities, and if an individual or group wants to acquire a specific new skill, Miami-Dade County Public Schools can work with each to create a class that suits the needs of all interests.

For more specific information on Miami-Dade County Public Schools Community Education and Before and After School Care programs or Middle School Enrichment After School programs, please log on to our website at www.dadecommunityschools.net or please call Mr. Victor Ferrante, Executive Director at 305-817-0014.

Comprehensive Student Services Program

The Division of Student Services implements the Comprehensive Student Services Program, serving students from Pre-K to Adult. Through collaborative efforts with community agencies, students' academic, personal/social and career development needs are addressed through a team-based approach. An integrated team of uniquely trained Student Services professionals deliver direct services to students. 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.

The Comprehensive Student Services Program supports student achievement through effective prevention, intervention, and crisis response services. For more information, please contact Martha Z. Harris, Administrative Director, Division of Student Services, at 305-995-7338.

Discrimination/Harassment

The School Board has a 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, sexual harassment, sexual orientation, social/family background, 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. For more information, please contact CRC at (305) 995-1580 or visit <http://hrdadeschools.net/civilrights>. 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.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK



ARRIVAL AND DISMISSAL OF STUDENTS

Admission of Students

Students are encouraged to arrive at school by 8:00 a.m. Except for Before-Care students, the earliest a student should arrive at school is 7:45 a.m. PK, K and Grade 1 teachers will be **ready to admit** students by **8:00 a.m. to their classrooms where they will have breakfast. Teachers in grades 2-5 must pick up their students** from the designated areas by **8:25 a.m. Please refer to the Arrival and Dismissal Memo from Administration for specific procedures, posts, and assignments for the 2022-2023 school year.**

Dismissal of Students

Teachers are not authorized to release students during the school day. All student releases must be cleared through the Main Office. The **two circular drives** will be used to dismiss all students except for students who walk home on their own, ride a bus or students enrolled in the after-school car program. **Please refer to the Arrival and Dismissal Memo from Administration for specific procedures, posts, and assignments for the 2022-2023 school year.**



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Using the Circular Drive

DBFES School will be implementing the following circular driveway procedures. If you will be dropping off or picking up your child(ren) via the circular driveway a Name Tag will be provided to you with your child's name. In trying to maintain a safe and orderly environment for our students, I ask that you follow our circular driveway procedures.

1. Place your child's circular driveway sign on the passenger side front window.
2. A staff member will radio in your child's name when you enter the circular driveway.
3. **Please pull up as far as possible to maximize** the use of the circular driveway.
4. **Do NOT exit your vehicle.**
5. Stay in a single lane. Going around other vehicles is a safety hazard for the children.
6. **All vehicles must make a RIGHT TURN when exiting the circular drive** (there are signs posted).
7. **Please do NOT park and walk up to pick-up your child. The circular drive is reserved for those parents who want to drive up in their vehicle to pick up their child.**

Early Dismissal

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

Access to Campus

The campus is closed to unauthorized adults before, during and after school. If you have a scheduled meeting with a staff member, please check in with the front security monitor to obtain a Visitor Badge then wait in the Main Lobby area for the staff member to greet you.

Volunteers

Volunteers are always an integral part of DBFES and welcome on campus. However, volunteers will have limited access this year due to the mitigations from the pandemic. We encourage all parents to join our PTA, there are many opportunities for parents and community members to get involved!

Bicycles/Skateboards

Bicycle racks are available, but skateboards are not permitted on school grounds.

Early Dismissal

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

EESAC



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

The Educational Excellence Advisory Council (EESAC) is the sole body responsible for final decision making at the school relating to the implementation of the components of the School Improvement Plan. The EESAC work together to accomplish the goals of the school by:

- Assisting in the preparation and evaluation of the schoolwide improvement plan (SIP)
- Approving the use of school improvement funds to support implementation of the SIP
- Assisting in the preparation of the school's annual budget.

Educational Excellence School Advisory Councils (EESACs) and other advisory meetings held by schools are listed in the Miami-Dade County Public Schools' Meeting Directory.

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.

Fieldtrips

All fieldtrips must be approved by the principal and Region Superintendent. Participation in fieldtrips requires that the student present a fieldtrip form signed by the parent/guardian to his/her teacher(s) in advance. The District continues to follow pandemic, such as COVID-19, health and safety guidance from local health officials/experts, Center for Disease Control and Prevention (CDC), and the Florida Department of Education. The approval of out-of-country/out-of-state trips can be contingent on this guidance.



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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).

PURPOSE

Homework is important to student learning at Dante Fascell Elementary (DBFES). Successful homework assignments engage students in purposeful, relevant learning that meets their academic needs. Homework learning activities help students understand concepts, develop thinking skills, and focus on applying their new knowledge.

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 while providing students with ample time for their physical, cultural, social and emotional growth.

GUIDELINES

School Board policy recommends the following minutes that include assignments for all subject areas and teachers collectively per school day:

- **Grades K-1, 30 Minutes**
- **Grades 2-3, 45 Minutes**
- **Grades 4-5, 60 Minutes**

Students should also read for 30 minutes in addition to homework assignments

Additionally, **specialized programs** such as the **Advanced Class and Gifted** may receive **increased levels of homework** due to rigorous course work or specific content demands.

TEACHER CONSIDERATIONS

- Homework assignments engage students in purposeful, relevant learning that meets their academic needs, with assignments emphasizing **quality and depth** over length and repetition.
- Teachers will make homework instructions clear to ensure that students understand the assignment. Homework may vary depending on the grade level and specific programs such as SPED or Gifted.
- Access to technology is taken into consideration. Assignments may be modified to accommodate students who do not have access.
- Whenever possible, communicate and coordinate assignments so that students do not receive an overload of homework.
- 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 or websites.



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

EXPECTATIONS FOR PARENTS

Encourage and support children in completing assigned homework in an environment that is conducive to studying

- Provide a quiet space and basic materials for homework completion.
- Teach techniques that can help children allocate their time wisely, meet their deadlines, and develop good personal study habits.
- Review school provided materials (for example Constant Contact Folders, Homework Agendas, class handouts, and/or online resources).
- Communicate with teachers at the earliest possible opportunity once the child has demonstrated consistent inability to complete homework. If necessary, parents shall attempt to reach accommodation with their child's teachers regarding homework.
- Contact the grade level counselor, assistant principal and then the principal IF a solution cannot be reached with a teacher regarding homework.

STUDENT GUIDELINES

- Complete homework as assigned.
- Record homework when assigned in class by the teacher.
- Seek clarification from teachers when unclear about homework.
- Use class time provided for completing classwork and/or starting homework.
Seek assistance from teachers when demonstrating an inability to complete homework.

HOMEWORK TIPS FOR STUDENTS

- **Grades K-2** students receive a **Homework Packet** at the beginning of each week
- **Grades 3-5** students record homework in their **agendas** each day.
- Ask clarifying questions to be sure the expectations on your assignments are clear.
- Know, record and monitor due dates.
- Have a quiet space with basic materials for homework completion.
- Make homework part of your daily after school routine.
- Take a break when tired; then resume work.
- When you have questions about the homework, place a note next to it and ask the teacher the next day.

MAKEUP WORK

Illness/Excused Absences: Students will be given an appropriate amount of time, such as one day of make-up for one day of each excused absence, to complete their assignment(s).

Unexcused Absences: When a parent removes a child from school for any unexcused reason (i.e., vacation during the instructional week), it is the student's responsibility to complete any assigned homework. Homework assignments will not be given in advance.

Late Work: Students will be encouraged to complete late or missing homework.

Consequences for Chronic Late or Missing Work: The teacher of a student who is chronic with late and missing homework will receive consequences, which include parent notification (note, e-mail, phone call, etc.) and a conference. The process will be documented through comments on the student's report card and/or parent/teacher conference paperwork.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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 Student Meals**

All students enrolled in district managed sites will have access to school meals at no charge.

- **Meal Program Information**

All school meal program flyer with information for parents will be posted on the school's website and at nutrition.dadeschools.net.

- **Meal Prices**

Breakfast	Lunch
All Students No Charge	All Students No Charge
Adults \$ 2.00	Adults \$ 3.00

- **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.

Cafeteria Rules

A thirty-minute lunch schedule has been provided for each class. All students will be using their ID number as their lunch number. Please review the following procedures with your students to help establish the tone for behavior expectations in the cafeteria:

1. Enter and exit the cafeteria quietly in a single file line.
2. No skipping in line or saving places at the table for friends.
3. Follow directions of adults the first time they are given.
4. **Stay in your seat unless given permission by an adult to get up.**
5. Sit one person to a seat.
6. Talk quietly.
7. Always use your best manners.
8. No sharing food.
9. Pick up food and paper around your area.
10. **Wait until your table is called to get up and throw away your tray.**
11. Once students are finished with lunch, they will be called by table to wait in the courtyard area.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Mental Health Services

Miami-Dade County Public Schools established The Department of Mental Health Services to expand school and community-based mental health services and resources and to ensure ongoing coordination of services to further support the emotional and mental well-being of students. The programs in place provide prevention initiatives, intervention services for students and family support for students who may be experiencing a mental health challenge. Students in need of intensive services can receive support from contracted agencies at no cost to families. For assistance contact your child's school, the Parent Assistance Line at (305) 995-7100 or visit <https://mentalhealthservices.dadeschools.net#!/fullWidth/3939>.

Newsletters

- **Connection Newsletter**

M-DCPS Office of Communications publishes a monthly newsletter dedicated to M-DCPS parents. Please visit <https://www.engagemiamidade.net/families> where you can find the latest issue as well as archived issues from the previous year.

Prekindergarten Programs

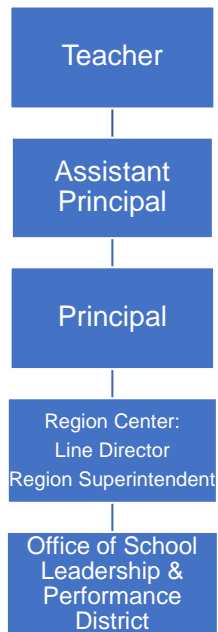
M-DCPS offers a variety of prekindergarten programs throughout the District. Parents should contact their home school for the available options for Pre-K students. For additional information on VPK or Head Start/Early Head Start Programs, parents may contact the Department of Early Childhood Programs 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.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Protocol for Addressing Parental Concerns

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



Public-Private Collaboration

Requests for private instructional personnel to collaborate with public instructional personnel in the educational setting should be directed to the principal for application of District procedures.

Recess

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

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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](#))

- **Fire Drills (Evacuation Drills)**

Evacuation drills will take place during the school year in accordance with the National Fire Protection Association 101 Life Safety Code. When the fire alarm activates, 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 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.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- **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. Schools must establish a Threat Assessment Team (TAT) comprised on an administrator, counselor, teacher, and law enforcement officer. 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 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.

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.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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 (SCSI)

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

School Class Picture Process

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

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

School Transportation

Miami-Dade County Public Schools will transport approximately 35,000 students a day this school year, using a fleet of 999 buses on 800 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 should log on the BusPlannerWeb and view the bus assignment. The information is updated nightly, and a link is provided on the parent portal. Parents/guardians are encouraged to check the BusPlannerWeb throughout the school year to obtain the most current information on their children's bus assignment.

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

Special Education/Section 504

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

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

Student Records

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

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

Student Success Centers

Student Success Centers provide an educational setting and safe-haven for referred students (ages 11 and older) violating the Code of Student Conduct Level II and III behaviors as well as habitual Level II infractions with Region Approval.

School Volunteer Program

The School Volunteer Program matches the resources of members of the community with the needs of our schools to support the District's goal of student achievement. School Volunteers bring with them many diverse skills and talents that are tailored to the needs of the students and the community. Each year, more than 30,000 volunteers share their time and talents enriching the lives of students in our schools.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Be a School Volunteer

Directly assist the staff at the school of your choice, regional center, or district office.

Level 1 - complete a database background check	Level 2 - complete a fingerprint background check
<ul style="list-style-type: none"> •Day chaperones for field trips •Classroom assistants •Math and/or reading tutors. 	<ul style="list-style-type: none"> •Certified Volunteers •Mentors •Listeners •Athletic/Physical Education assistants •Overnight chaperones.

- Guest Presenter/ Speaker - Inspire, enlighten or challenge students to reflect upon their own life and take a specific action.

To Become a School Volunteer:

1. Visit <https://www.engagemiamidade.net/volunteers>
2. Complete the online volunteer registration ([Raptor](#)).
3. Receive email approval from the School Volunteer Office.

Once you're approved, *CHECK-IN* at your school as a *VOLUNTEER* to track your time and school volunteer activity.

[Steps to Managing Your Volunteer Hours](#)

Who Can Volunteer?

[Students](#) Anyone who is currently an M-DCPS student

[Parents](#) Guardians, primary caregivers

[Employees](#) Administrators, teachers, staff of M-DCPS

[Community Members](#) Individuals of businesses, local organizers, community and faith-based organizations, M-DCPS Alumni, and non - M-DCPS students.

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 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, neighborhood centers, and community agencies across the county.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Parents can participate in virtual and in-person sessions 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 305-271-8257.

Uniform Policy

School Board Rule (6Gx13-5C-1.031), Coral Reef Elementary voted to participate in the mandatory uniform program. **All students will be required to wear the uniform** selected by the uniform committee every day. The school logo may be affixed to all tops. **Wednesdays are Spirit Days** and children may wear class shirts, Spirit shirts, or Club shirts with appropriate uniform bottoms.

	Boys & Girls
Bottoms	Navy blue or Kakhi bottoms
Tops	Polo-style shirts in white, red or royal blue DBFES T-Shirts (PTA)
School Logo Patch	Must be worn on uniform top (Can be purchased at Ibiley)

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](#).



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

APPENDIX A – School Calendars



MIAMI-DADE COUNTY PUBLIC SCHOOLS
2024-2025 SCHOOL CALENDAR
ELEMENTARY AND SECONDARY



JULY 2024				
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
29	30	31		

AUGUST 2024				
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

SEPTEMBER 2024				
M	T	W	T	F
3	4	5	6	
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER 2024				
M	T	W	T	F
	1	2	3 ^a	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER 2024				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER 2024				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20 ^a
23	24	25	26	27
30	31			

JANUARY 2025				
M	T	W	T	F
6	7	8	9	10
13	14	15	16	17 ^a
20	21	22	23	24
27	28	29	30	31

FEBRUARY 2025				
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

MARCH 2025				
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 ^a				

APRIL 2025				
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		

MAY 2025				
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

JUNE 2025				
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				

- New Teachers Report
- Teacher Planning Day
- District-wide Professional Learning Day
- Teacher Planning Day available to opt
- Recess Day (10 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 - 43	
4 - 46	

180 Days Total



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

MIAMI-DADE COUNTY PUBLIC SCHOOLS 2024-2025 SCHOOL CALENDAR ELEMENTARY AND SECONDARY

August 12, 2024	Teacher planning day; not available to opt; no students in school
August 13	Teacher planning day; District-wide Professional Learning Day - not available to opt; no students in school
August 14	Teacher planning day; not available to opt; no students in school
August 15	First Day of School; begin first semester
September 2	Labor Day; holiday for students and employees
October 3 *+ #	Teacher planning day; no students in school, available to opt
October 18	End first grading period; first semester
October 21	Begin second grading period; first semester
November 5	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 25-27	Recess Days
November 28	Thanksgiving; Board-approved holiday for students and employees
November 29	Recess Day
December 20*+ #	Teacher planning day; no students in school, available to opt
December 23 – January 3, 2025	Winter recess for students and employees with the exception of Fraternal Order of Police and select 12-month employees
January 16	End second grading period; first semester
January 17*+ #	Teacher planning day; no students in school, available to opt
January 20	Dr. Martin Luther King, Jr.'s Birthday; holiday for students and employees
January 21	Begin third grading period; second semester
February 17	All Presidents Day; holiday for students and employees
March 21	End third grading period; second semester
March 24-28	Spring recess for students and employees with the exception of Fraternal Order of Police and select 12-month employees
March 31*+ #	Teacher planning day; no students in school, available to opt
April 1	Begin fourth grading period; second semester
April 18*+ #	Teacher planning day; no students in school; available to opt
May 26	Memorial Day; holiday for students and employees
June 5	Last Day of School; end fourth grading period; second semester
June 6	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



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

APPENDIX B – Florida Statutes and School Board Policies

View all School Board Policies at: [School Board Bylaws & Policies](#)

Academics

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

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

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

- 2416 – STUDENT PRIVACY AND PARENTAL ACCESS TO 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
 - 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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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 AND RESOURCES
 - 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 accessed 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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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.
 - Parents have the right to receive notification if there is a change in the student's services or monitoring related to the student's mental, emotional, or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student.
 - Parents have the fundamental right to make decisions regarding the upbringing and control of their children and may utilize procedures to notify the principal, or designee, regarding concerns.

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

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

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

- 8410 – EMERGENCY MANAGEMENT, PREPAREDNESS, AND RESPONSE
 - 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 FortifyFI has also been placed on each school site information page.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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, and a Florida Certificate of Immunization-680 Form
 - Verification of parent/legal current residence (address)
 - Requires the registering parent to submit truthful and accurate information in accordance with current court orders related to parenting matters.
- 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). Student's with a documented history of the varicella (chicken pox) disease are not required to receive the varicella vaccine. This policy applies to students who currently attend school in the District and those eligible to attend.
 - A student who has not completed the required immunization will not be admitted to school.
 - 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 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.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

Anti-Discrimination Policy

- 5517 – ANTI-DISCRIMINATION/HARASSMENT (STUDENTS)
 - The School Board shall comply with all Federal and state laws and regulations prohibiting discrimination/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 for engaging in a protected activity under District civil rights policies, sexual harassment, sexual orientation, social/family background, and any other basis prohibited by law and all requirements and regulations of the U.S. Department of Education. The School Board will enforce its prohibition against such discrimination/harassment against students in accordance with School Board Policies 5517, 5517.02 and 5517.03. This policy prohibits discrimination and harassment at all School District operations, programs, and activities on school property, or at another location if it occurs during an activity sponsored by the School Board.

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

- 5517.02 - DISCRIMINATION/HARASSMENT COMPLAINT PROCEDURES FOR STUDENTS
 - Students and parents are encouraged to promptly report complaints of discriminatory or harassing conduct to their principal. Additionally, they may file the complaint directly with the Region Office or the District's Office of Civil Rights Compliance (CRC).
 - All complaints involving student to student harassment, except sexual harassment, will be first investigated at the school site. If such complaints are made directly to the District Office, the Region Office or the CRC Office, they will be referred to the school site for the initial investigation. Complaints of sexual harassment of a student will be investigated by the CRC Office with support from the school in accordance with the District's Title IX Sexual Harassment Manual. For more information, please contact CRC at (305) 995-1580 or visit <http://hrdadeschools.net/civilrights>.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- This policy provides the steps to individual complaints of discrimination and harassment based on protected categories and the process for addressing the complaints.

Attendance Policy/School Hours

- 5200 – ATTENDANCE
 - Student attendance is a means of improving student performance and critical in raising student achievement. Together, the staff of Miami-Dade County Public Schools, students, parents and the community must make every effort to lessen the loss of instructional time to students.
- 5225 - ABSENCES FOR RELIGIOUS HOLIDAYS
 - Student absences for religious purposes, as identified on the approved holidays listed in the Student Attendance Reporting Procedures PK-12 Handbook, may not prohibit students from receiving attendance awards or other attendance incentives at the school level, region level, or District level.
- 5230 - LATE ARRIVAL AND EARLY DISMISSAL
 - Students shall be in attendance throughout the school day. If a student will be late to school or dismissed before the end of the school day, the parent shall notify the school in advance and state the reason for the tardiness or early dismissal. Justifiable reasons shall be determined by the principal. Students will be counted absent if they are not present in class for at least half of the class period. To be counted "present" for the day, the student must be in attendance for a minimum of two hours of the day unless extenuating circumstances exist.
 - The 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 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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

Code of Student Conduct

<https://codeofconduct.dadeschools.net/>

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

- 5500 - STUDENT CONDUCT AND DISCIPLINE
 - The Code of Student Conduct (COSC) is aligned to local, state, and federal mandates with an emphasis on promoting a safe learning environment to ensure academic success. The Code of Student Conduct sets the standards of conduct expected of students in a purposeful safe learning environment which the principles of care, courtesy, civility, fairness, acceptance of diversity, and respect for the rights of others is valued. It also addresses the role of the parents/guardians, the students, and school, but also focuses on core values and model student behavior, rights and responsibilities of students, addressing student behavior, and disciplinary procedures.
 - Furthermore, it should also be noted that behaviors committed on or off the school campus may be violations of the COSC and may also be violations of Florida law. These violations may result in disciplinary actions imposed by local law enforcement authorities, in addition to those of the school/district. The Superintendent, principals, and other administrators shall assign discipline/corrective strategies to students, including assignment to an interim alternative educational setting pursuant to the Code of Student Conduct and, in accordance with the student's due process rights.

- 5511 - DRESS CODE AND SCHOOL UNIFORMS
 - Students are expected to come to school with proper attention having been given to personal cleanliness, grooming, and neatness of dress. Students whose personal attire or grooming distracts the attention of other students or teachers from their 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.

Digital Conversion/Social Media

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

Equal Opportunity

- 2260 - NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
 - The School Board shall provide equal opportunity for all students and will not discriminate or tolerate harassment in its educational programs or activities on any basis prohibited by law or School Board Policy.
- 5111.01 - HOMELESS STUDENTS
 - 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.

Fieldtrips/School Social Events

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- 5850 - SCHOOL SOCIAL EVENTS
 - School facilities and appropriate staff will be made available for social events approved by the principal within and outside school facilities.
- 8640 - TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED TRIPS
 - Regular or special-purpose school vehicles shall be used for transportation on field and other District-sponsored trips.

Financial Obligations

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

Food & Nutrition/Wellness Policy

- 8500 - FOOD SERVICES
 - The Food and Nutrition service program strives to provide school food services consistent with the nutritional needs of students and provide school food services that contribute to the student's educational experiences and the development of desirable eating habits.
- 8510 - WELLNESS POLICY
 - The District is committed to providing a healthy environment for students and staff within the school environment, recognizing that individuals must be physically, mentally, and socially healthy in order to promote wellness and academic performance.
 - The District focuses on achieving five goals: nutrition, physical education, physical activity: recess, health & nutrition literacy and preventive healthcare.
 - The District Wellness Policy provides guidelines for food sold on campus for fund raising activities.
- 8531 - FREE AND REDUCED-PRICE MEALS
 - Starting School Year 2022-2023, all students will receive school meals (breakfast and lunch) at no charge as the district has adopted the United States Department of Agriculture's Community Eligibility Provision.

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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 Screening

- 2410 - SCHOOL HEALTH SERVICES PROGRAM
 - The health services provided by the District shall supplement, not replace, parental responsibility, and shall appraise, protect, and promote student health. These services shall be designed to encourage parents to devote attention to child health, to discover health problems, and to encourage the use of the services of physicians, dentists, and community health agencies as needed.
 - Vision, hearing, scoliosis, and growth and development screenings are conducted based on mandated grade levels. Screenings do not substitute a thorough examination in a medical providers office. Parents/guardians must provide the school with consent for health services.
 - School principals shall make a reasonable attempt to notify a parent of a student before the student is removed from school, school transportation, or a school-sponsored activity to be taken to a receiving facility for an involuntary examination and school or law enforcement personnel must make a reasonable attempt to contact a mental health professional prior to initiating an involuntary examination, except where there is an imminent danger to the student or others.

Homework

- 2330 - HOMEWORK



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

Internship

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

Parent Choice Student Transfers

- 2431 - INTERSCHOLASTIC ATHLETICS
 - All activities relating to competitive sport contests, games, or events involving individual students or teams of students from high schools in this District with those from a high school in another district.
 - All high schools shall be members of and governed by the Florida High School Athletic Association (FHSAA) rules and regulations and shall comply with the eligibility requirements established by the FHSAA.
- 5120 - STUDENT SCHOOL ASSIGNMENT AND ATTENDANCE BOUNDARY COMMITTEE
 - The assignment of students to District schools shall be consistent with the best interests of students and the best use of District resources.
- 5131 – STUDENT TRANSFERS AND CONTROLLED OPEN ENROLLMENT
 - This policy governs all regular school transfers from one (1) school to another, except for transfers to Magnet programs/schools that are subject to specific admissions requirements and governed by School Board Policy 2370, Magnet Programs/Schools.
 - Controlled Open Enrollment allows the School District to make K-12 school assignments using parents indicated preferential educational choice in-county and out-of-county. This section of the policy does not apply to charter schools. Charter schools must adopt their own controlled open enrollment plan.
 - Controlled Open Enrollment is active during a specific window period between end of year and the subsequent school year. Controlled open enrollment transfers are subject to approval by the Region Superintendent.

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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.

Schools of Choice/Magnet Schools

- 2370 - MAGNET PROGRAMS/SCHOOLS
 - Magnet programs/schools broaden public school choice, stem declining enrollment, mitigate overcrowding, help comply with Federal and State-mandated public school choice provisions, accommodate parent/student interest, improve the quality of education, and promote diverse student enrollments. Magnet programs/schools are unique educational programs operating within the District, for which additional resources and/or ancillary services may be provided to help make such educational experiences available to students beyond a single attendance boundary area.

Commented [LMC1]: Policy 5780 has a lot of information and says:

The District has posted on its website homepage, dadeschools.net, under the tab "Parent Resources," on each school website, and in the Parent Handbook procedures for a parent to learn about parental rights and responsibilities under general law.

When you go to the website at <https://parentsbillofrights.dadeschools.net/>

It currently says "page not found." Someone should get that website back up. I think it was Dr. Amica-Roberts or Lissette Alves.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

School Transportation/Bus Safety Conduct

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

Special Education/Section 504

- 2260.01 SECTION 504 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.

Student Activities

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

Student Records/Access to Student Records

- 8330 - STUDENT RECORDS
 - Parents and eligible students have the right to access education records, including the right to inspect and review those records, and have the right to waive their access to their education records in certain circumstances. Prior written consent of the parent, guardian, or eligible student shall be obtained prior to disclosing personally identifiable student information, except under certain circumstances.
- 8350 - CONFIDENTIALITY



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

- 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 prohibits any access and use of social media by students and staff members from the District's network, except to the District's collaboration sites and/or approved sites as directed by the Superintendent.



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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

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

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

Threat Assessments

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



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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.



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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.



MIAMI-DADE COUNTY PUBLIC SCHOOL
DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

APPENDIX D – Discrimination/Harassment Poster and Policy

**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. Slurs, innuendos, hostile treatment, violence, or verbal or physical conduct against a student or employee reflecting on his/her race, ethnic or national origin, gender or any other of the categories described below, will NOT be tolerated by the School Board.

The School Board Policy Covers the Following Protected Categories:

AGE - This category prevents denial of employment and/or educational opportunities because of a person's age.	MARITAL STATUS - This category prevents denial of employment and/or educational opportunities because of a person's marital status; i.e. single, married, widowed, or divorced.
CITIZENSHIP STATUS - This category prevents denial of employment and/or educational opportunities because of a person's citizenship or immigration status.	POLITICAL BELIEFS - This category prevents denial of employment and/or educational opportunities because of a person's support and/or affiliation or lack thereof with a particular political party.
COLOR - This category prevents denial of 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.	PREGNANCY - This category prevents denial of employment and/or educational opportunities for women who are pregnant.
DISABILITY - This category prevents denial of employment and/or educational opportunities because of a person's, 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.	RACE - This category prevents denial of 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. Persons from a mixed racial background do not need to prove their exact heritage in order to assert that they have been discriminated against based on race. Likewise, this category covers persons being discriminated against because they are married to persons of a different race other than their own.
ETHNIC/NATIONAL ORIGIN - This category prevents denial of employment and/or educational opportunities because of a person's ancestral place of origin, or because an individual has the physical, cultural or linguistic characteristics of a particular group.	RELIGION - This category prevents denial of employment and/or educational opportunities because of a person's sincerely held religious beliefs.
GENDER - This category prevents denial of employment and/or educational opportunities because of a person's gender or sex.	SEX - This category prevents denial of equal employment and/or educational opportunities because of a person's male or female gender.
GENDER IDENTITY - This category prevents denial of 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.	SEXUAL ORIENTATION - This category prevents denial of equal employment and/or educational opportunities because a person is, or is perceived to be, lesbian, gay, bisexual, or heterosexual.
GENETIC INFORMATION (GINA) - This category prevents denial of equal employment and/or harassment because of a person's genetic information; it ensures that individuals are not treated differently because of genetic information.	SOCIAL AND FAMILY BACKGROUND - This category prevents denial of employment and/or educational opportunities because of a person's socio-economic, family and/or educational background.
LINGUISTIC PREFERENCE - This category prevents denial of employment and/or educational opportunities because of the language a person speaks.	

Sexual Harassment will NOT be tolerated.

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

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

Retaliation is an adverse action taken against an individual because they engaged in a protected activity, such as complaining about discrimination, threatening to file a charge of discrimination, or participating in investigative proceedings.

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:	For information on Section 504 of the Rehabilitation Act of 1973 or any other student disability concerns contact:
Office of Civil Rights Compliance (CRC) Executive 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://www.hrdadeschools.net/civilrights/	Division of Special Education 504 Coordinator 1501 N.E. 2nd Avenue, Suite 409 Miami, Florida 33132 Phone: (305) 995-2037 TDD: (305) 995-2400 Email: ese@dadeschools.net Website: http://ese.dadeschools.net

Rev. 07/2020



MIAMI-DADE COUNTY PUBLIC SCHOOL DISTRICT'S UNIVERSAL PARENT/STUDENT HANDBOOK

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 - prohibits discrimination on the basis of race, color, religion, or national origin.

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

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of gender. 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 (ADEA) as amended - 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 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 the disabled.

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, gender, national origin, marital status, or handicap against a student or employee.

Florida Civil Rights Act of 1992 - secures for all individuals within the state freedom from discrimination because of race, color, religion, sex, 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 P.L. 93-508 (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/or discrimination against students, employees, or applicants on the basis of race, color, ethnic or national origin, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, sex/gender, gender identification, social and family background, linguistic preference, pregnancy, citizenship status, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

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

Office of Civil Rights Compliance (CRC)
Executive 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://hrdadeschools.net/civilrights>

Revised 07/2020

