



**MOWAT  
MIDDLE  
SCHOOL**

**STUDENT HANDBOOK**

**1903 Hwy. 390  
Lynn Haven, FL  
32444**

**850-767-4040**

***This agenda belongs to:***

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/TOWN \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_

STUDENT NO. \_\_\_\_\_



**PLEASE NOTE:** The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

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# Mowat Middle School Handbook 2019-2020



**MOWAT MIDDLE SCHOOL**  
**1903 HIGHWAY 390**  
**LYNN HAVEN, FL 32444**

## **BELL SCHEDULE 2019-2020**

<b>Teachers Arrive</b>	<b>8:05</b>
<b>Teachers Common Planning</b>	<b>8:05-8:56</b>
<b>Student Warning Bell</b>	<b>8:56</b>
<b>Student Tardy Bell</b>	<b>9:00</b>
<b>First Session</b>	<b>9:00-9:54</b>
<b>Second Session</b>	<b>9:58-10:45</b>
<b>Third Session</b>	<b>10:49-11:36</b>
<b>Fourth Session</b>	<b>11:40-1:14</b>
<b>1<sup>st</sup> Lunch</b>	<b>11:40-12:10</b>
<b>2<sup>nd</sup> Lunch</b>	<b>12:12-12:42</b>
<b>3<sup>rd</sup> Lunch</b>	<b>12:44-1:14</b>
<b>Fifth Session</b>	<b>1:18-2:05</b>
<b>Sixth Session</b>	<b>2:09-2:56</b>
<b>Enrichment Session</b>	<b>3:00-3:30</b>

## **TABLE OF CONTENTS**

Bell Schedule	2
Mowat School Directory and Website/APP	3
Mowat Middle School Vision	3
Parent Portal	3
Grading Scale	3
Code of Honor	3
Homework	3
Visitors and Parents	4
Parent Pick-Up and Drop-Off	4
School Map and School Grounds	4
Lockers and Book Bags	4
School Policies, Deliveries	5
Cell Phones	6
Bullying, Harassment, Cyberstalking	6
Non-Discrimination	6-7
School Discipline Procedures	7-9
Parent Alerts	7
Discipline Referral	7
Positive Behavior Expectation	9
Safety and Security of School Campus	9
Student Insurance	9
Student Uniform Policy	10
Special Activities and Awards	11
Physical Emergencies	11
School Pictures	11
Disclosure of Student Directory	12
Emergency Evacuation Drills	12
Guidance Services	12
Attendance Policies	13-14
Verification of Release of Students	14
Media Center Procedures and Rules	14-15
Physical Education	15
Money Policies	15
Bus Rules	15
Athletic Sports and Ticket Prices	16
Drug Detection Dog	16
Student Surveys	16-17
Public Education Records	17-18
Cafeteria and Lunch	18-19
Course and Graduation Requirements	19-22
Bay District Schools' Calendar 2014-2015	23
Rotation Schedule 2014-2015	24

## MOWAT MIDDLE SCHOOL DIRECTORY

Principal	Mr. Ed T. Sheffield
Assistant Principal	Mrs. Cynthia Walker
Assistant Administrator	Mr. Mitch Kelly
Assistant Administrator	Mrs. Vicky Gillmore
Guidance Counselor	Mrs. Mandy VanDellen
Guidance Counselor	Mrs. Crystal Wicker

Main Office	767-4040
Attendance	767-4042
Guidance Office	767-4041
Cafeteria	265-2290

## MOWAT'S WEB ADDRESS

<http://www.bayschools.com/mms>

### Bay District App



## VISION STATEMENT

At Mowat Middle School, we believe that all students can learn. We will strive to attain academic excellence through shared decision making and cooperation among students, staff, parents, and community representatives. Through the use of a variety of research based instructional methods, including technology and other innovative strategies, we will instill in our students a strong desire to become self-directed as well as lifelong learners.

## PARENT PORTAL:



Parents will now be able to view several types of information regarding student progress- grades, attendance, discipline, test scores, schedules and other details that are critical to student success. While the information that can be provided is somewhat limited, the data here provides a valuable tool for parents to monitor their children's activities while in school.

<https://www.bayparent.com/Welcome/>

## GRADING SCALE

Each student will receive a grade for each class assigned. The grading system will be:

- A 90-100 Outstanding Progress
- B 80-89 Above Average Progress
- C 70-79 Average Progress
- D 60-69 Lowest Acceptable Progress
- F 59 and below Failure

## **CODE OF HONOR**

Honor and integrity are two of a person's greatest attributes. Mowat's code of honor is based on the idea that our students should hold these qualities to the highest standard in all that he/she does. Cheating will not be tolerated under any circumstances. Any student who violates the Code of Honor will be held accountable for his/her actions.

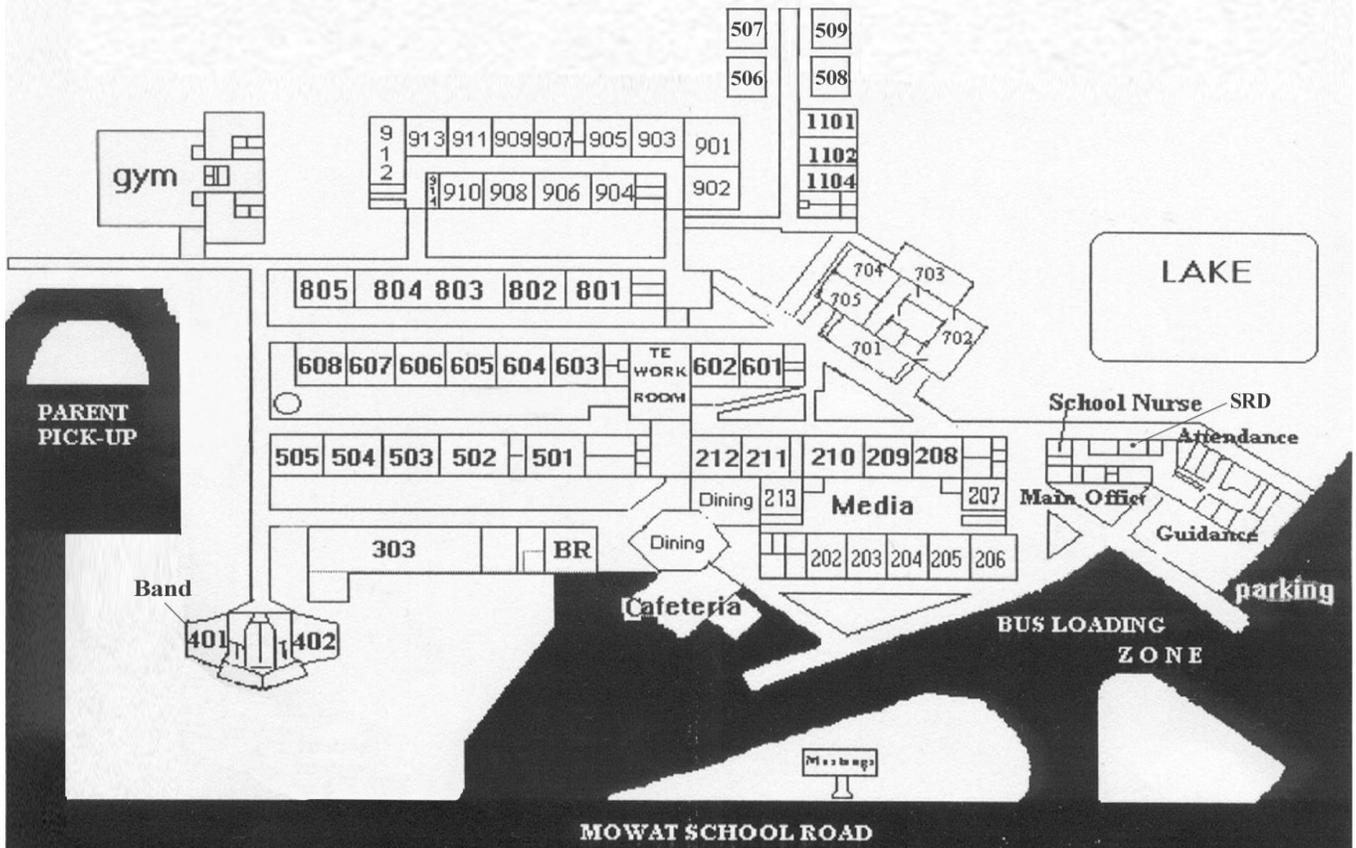
## **HOMEWORK**

Homework is intended to be an extension of the instructional program as determined by the teacher. Parents should feel free to communicate directly with the individual teacher concerning homework. An allotted time for home study should be part of the student's daily routine, regardless of whether specific assignments have been given. Students should realize that homework is not just written assignments, but that studying is an integral part of homework.

## **Religious Expression Bill (SB 436)**

Students in Florida's public schools cannot be punished for including religious materials in their coursework, and that they may pray at school during on-course time. It further states that school employees also may participate voluntarily in religious activities that are initiated by students before or after the school day.

# Mowat Middle School



## VISITORS

Visitors and Parents are welcome to visit, but for your child's safety you must check in at the Main Office. Parents, please do this before you go to a classroom (before school hours, during the school hours, and after school hours).

## PARENT PICK-UP AND DROP-OFF

Parents should use the paved area leading to the music complex and gym for drop-off and pick-up of students. During regular school day, this area will be closed to all vehicular traffic. This area will be closed at 9:00 a.m. and will be re-opened at approximately 3:15 p.m.

## SCHOOL GROUNDS

The principal may designate certain areas of the campus to be "off limits" to students. The campus is off limits at night and on weekends without permission of the principal.

## LOCKERS

Students who ride bikes will be assigned a locker when they register their bikes with the SRD. Athletes will also be assigned a locker while participating in their sport; these will be assigned by the coach. Students are only allowed to go to their assigned locker **before and after school**. Students going to their lockers during the school day will have their locker privilege revoked.



## SCHOOL POLICIES

Several class periods will be used to adequately inform students of Mowat school policies. Any policy is subject to change and will be announced from the office of the principal.

All operations and programs at Mowat Middle School are the direct responsibility of the Principal. To assist the Principal with these responsibilities are one assistant principal, two administrative assistants, and two guidance counselors. This team is dedicated to helping you, the student, learn. That is why you are here, and that is why we are here. If you have any questions, do not hesitate to contact one of the administrators or counselors.

### STUDENTS SHOULD BE AWARE THAT...

All items in Code of Student Conduct and Discipline are enforced at Mowat Middle School.

- Student visitors from other schools will not be permitted to visit classrooms. No students from other schools are permitted on campus at any time during school hours.
- No smoking, possession of tobacco, tobacco products or smoking paraphernalia to include e-cigarettes/vaping on school grounds. Parents will be notified upon this infraction and severe discipline will result.
- Any student possessing, transferring, selling, or under the influence of any drugs or alcohol, except under the direction of a licensed physician, may be suspended for a period of 10 days, subject to expulsion, and may be reported to local law enforcement agencies.
- Students who destroy or deface property will be expected to pay all damages.
- No form of gambling is permitted at Mowat. This will result in disciplinary action.
- Students will not have in their possession any item that could be used in any way as a weapon or could result

in accidental injury to any person. Those items may include but are not limited to: knives, guns, sticks, rocks, or other items that in the principal's judgment could be used as a weapon or be disruptive. Items will be taken from the student and turned over to the administration. These items will not be returned. This might result in suspension.

- Expensive jewelry, large amounts of money, and other personal items should not be brought to school. The school will not be responsible for any such items.
- Skateboards and Heelys are not allowed at school.
- Gum chewing is not permitted anywhere at Mowat.
- Students will not bring iPods, CD/tape players, radios, electronic games, beepers, cameras and other kinds of electronic equipment to school. Any such items appearing at school will be confiscated and turned over to the administration. These items may be claimed in the Main Office by the parent.
- Wall ball will not be allowed at anytime.
- Once a student has been on campus, he/she is required by law to remain until he/she is checked out or dismissed. This includes after-school activities and going to the nearby convenience store. Skipping will result in disciplinary action.
- Students should have written permission to be out of class. Students without a pass will be considered skipping.
- Students should walk to class, lunch, and buses.
- Students are not to sell any type of items (candies, cookies, school candies, etc.) on the school campus.
- Bottled/canned drinks are not allowed in classrooms.
- Public display of affection is prohibited on any Bay County school campus.

**STUDENT DELIVERIES**— Flowers and gift deliveries are not allowed during school hours.

## CELL PHONES

Cell Phones must be off (including vibrate) and not be visible during school hours including lunch. Violation of this policy will result in cell phone being confiscated and possible disciplinary action!

## BULLYING, HARASSMENT, OR CYBERSTALKING 7.207

It is the policy of the School Board of Bay County, Florida (the "District" or "School Board") that all of its students and school employees have an educational setting that is safe, secure, and free from harassment and bullying of any kind. The District will not tolerate bullying and harassment of any type. Conduct that constitutes bullying and harassment, as defined herein, is prohibited.. The full policy (7.207) is found in Chapter 7 of the school Board Policy, available at your child's school, or [www.bay.k12.fl.us](http://www.bay.k12.fl.us).

**Bullying** means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation; and may involve but is not limited to:

1. Teasing
2. Social Exclusion
3. Threat/Intimidation
4. Stalking
5. Physical violence
6. Theft
7. Sexual, religious, or racial harassment
8. Public humiliation
9. Destruction of property

## SCHOOL BOARD POLICY, 2.111

### NON-DISCRIMINATION

Any student who has a reasonable and good faith belief that he/she has been the subject of discrimination or harassment because of his/her race, color, religion, sex, national origin, handicap, age, or marital status, shall communicate the allegation in writing to the student's principal or his/her designee within 30 days of the alleged incident. If the complaint involves the student's principal, the written communication shall be directed to the Executive Director for Curriculum and Instructional Services.

1. The parent(s) or legal guardian(s) of the student shall be notified of the allegations made within two (2) days of receipt of the complaint.
2. The investigation shall be concluded within ten (10) days. The student and parent(s) shall be sent a written resolution of the complaint. The principal or his/her designee shall take remedial or affirmative action to resolve the complaint.
3. If the student or his/her parents are not satisfied with the resolution of the complaint, the student or his/her parents may appeal the principal or his/her designee's decision to the Executive Director for Curriculum and Instructional Services. A written appeal must be received by the Executive Director for Curriculum and Instructional Services within ten (10) days of the date of the principal's resolution.
4. If, after ten (10) days, the Executive Director for Curriculum and Instructional Services fails to respond to the appeal, or if the student and his/her parents are not satisfied with the outcome of their appeal, the student and his/her parents may file a written appeal with the Superintendent. The Superintendent's decision shall be final.

Disciplinary action, up to and including dismissal, may be taken against such person, and warnings against retaliation will be given. The right to confidentiality, both of the complainant and of the accused, will be respected

consistent with the District's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when the conduct has occurred.

Notice of this policy shall be posted in prominent locations in all District buildings and schools, and shall include the name, location and telephone number of the appropriate reporting official. Notice shall be included annually in student, parent, and staff handbooks.

## **SCHOOL DISCIPLINE PROCEDURES**

Violation of any school policy may result in one or more of the following:

- Parent Contact (by teacher)
- Parent Alert
- Discipline Referral

Steps taken by Administration may be as follows:

- Investigation
- Notify parents or guardian
- Notify proper authorities if necessary
- Hearing with administrator or parties concerned
- Before and After School Detention
- Lunch Detention/Work Detail
- In /Out of School Suspension
- Suspension for up to ten days
- If appropriate, a recommendation for expulsion to the Superintendent of Schools for presentation to the Board of Education

## **PARENT ALERTS**

Parent alerts are used by the teacher to notify parents of conduct that is inappropriate, such as: disruptive behavior, coming to class unprepared, etc... A student may receive the following consequences for parent alerts:

- **Two parent alerts during a nine-week period, the student is assigned to Lunch Detention.**

- **Third parent alert, student may receive a Discipline Referral (DR) with In-School-Suspension (ISS) or Out-of-School Suspension.**

## **DISCIPLINE REFERRAL (DR)**

Discipline Referral (DR) is issued for major disciplinary infractions or repetitive infractions of school policy.

## **BEHAVIOR QUALIFYING FOR INFORMAL DISCIPLINARY MEASURES**

Informal disciplinary offenses are those acts of misconduct which interfere with orderly classroom procedures, school functions, extracurricular programs, or approved transportation, do not seriously endanger the health and safety of others or a student's own learning process.

Following is a non-inclusive list of actions which shall result in Informal Disciplinary Measures:

Absences

Disrespect for school staff

Distribution of unauthorized materials

Excessive talking

Failure to follow instruction or direction of administrator/teacher/staff

Libelous statements

Loss or damage of materials belonging to the school

Minor disruption of class or school activities

Possession or use of skateboards

Skipping class or off campus without permission

Tardiness

Teasing and horseplay

Unauthorized assembly

Unauthorized use of school property

Violations of School Board policy regarding computer and Internet usage

## **INFORMAL DISCIPLINARY MEASURES**

Behavior qualifying for Informal Disciplinary Measures may result in any of the following as deemed appropriate by an administrator or teacher.

- Verbal Correction
- Counseling
- Parental Contact
- Administrative Probation
- Detention/Work Detail
- In-School Suspension

## **BEHAVIOR QUALIFYING FOR FORMAL DISCIPLINARY MEASURES**

Behavior requiring Formal Disciplinary

Measures are more serious acts of misconduct including repeated acts of misconduct, serious disruptions of the orderly conduct of the school, or threats to the health, safety and property of self or others. Examples of more serious misconduct which may require Formal Disciplinary Measures include but are not limited to the following as deemed appropriate by an administrator:

Aiding and abetting another person in committing an act which would be a violation of School Board policy

Assault (threat of physical harm)

Attempting to or gaining unauthorized access to school's or the district's computers or network

Battery

Breaking and entering

Bullying, Harassment, or Cyberstalking as defined herein

Bus conduct violation

Cheating or plagiarism, including unauthorized grade changes

Commission of any felony

Class disturbance or disruptive behavior

Damage to personal property of students or staff members

Excessive tardies

Extortion

Falsely activating a fire alarm

Failure to report to or refusal to accept detention or work detail

Fighting (mutual altercation)

Forgery

Harassment and/or physical or verbal abuse or bullying of students

Indecent exposure

Insubordination or defiance

Intentional false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff

Intimidation

Larceny or theft of personal or school property

Lewd or lascivious behavior

Lying to school officials

Motor vehicle infraction

Obstruction of an investigation by school officials or other authorities

Participation in or leading a riot or disturbance

Participation in secret societies

Unauthorized possession of radios, tape decks, or any other audio equipment

Use of wireless communications devices in violation of School Board Policy 7.311

Possession, sale, use or under the influence of any controlled substance under Chapter 893, Fla. Stat., any counterfeit controlled substances as defined in §831.31, Fla. Stat., model glue or other inhalant, or any over-the-counter or prescription drug, medication, supplement, or alcohol or commercial nonalcoholic beverage as advertised by the beer and liquor industries, or the possession, use or sale of any paraphernalia designed for use of such substances

Possession, use or sale of dangerous articles, or chemical propellant sprays

Possession, use or sale of fireworks or other destructive devices

Possession of knives of any type, razor blades, box cutters, or similar devices with a blade

Possession or sale of pornographic material

Public display of affection  
 Refusal to accept corporal punishment  
 Robbery  
 Rude or obscene behavior and/or language  
 Sexual offenses  
 Sexual harassment  
 Possession, use or sale of tobacco products  
 Trespassing  
 Unauthorized use of a free and/or reduced lunch number  
 Unauthorized entrance on grounds of another school or campus  
 Vandalism or defacement of school property  
 Violation of vehicle use or parking regulations  
 Violation of requirements of detention or work detail  
 Violation of a re-entry plan following a prior  
 Expulsion

**FORMAL DISCIPLINARY MEASURES**

Behavior qualifying for Formal Discipline Measures may result in any of the disciplines under Informal Disciplinary Measures, Out-of-School Suspension, or Expulsion, as deemed appropriate.

**POSITIVE BEHAVIOR EXPECTATION**

**Students are expected to display positive behavior throughout the school year. School and grade level activities are periodically scheduled to reward those students who consistently demonstrate positive behavior. Withdrawal of this privilege will result for students not meeting this expectation.**

**SAFETY & SECURITY OF OUR CAMPUS**

Students and their parents are encouraged to help ensure the safety and security of our campus. If you have knowledge of anything that could result in harm to any student or employee, be responsible and talk to an administrator or School Resource Deputy. Help to protect

yourself, your friends, and your school! Show that you care... “report incidents and prevent danger.”

If you wish to report information call Crime Stoppers at 785-TIPS.

**Do not bring to school or have in your possession or in your locker any of the items listed below.**

- ✓ alcohol
- ✓ Laser pointers
- ✓ cameras
- ✓ squeeze bottle
- ✓ knife
- ✓ firearm
- ✓ weapon
- ✓ electronic devices
- ✓ fireworks
- ✓ explosive devices
- ✓ beeper
- ✓ iPod, Mp3, & hand-held video games
- ✓ bandanas
- ✓ gum & candy
- ✓ tobacco & tobacco products/paraphernalia/e-cigarettes
- ✓ toys, games, trading cards, fingerboards, etc.
- ✓ any item believed to be disruptive to the educational process



**STUDENT INSURANCE**

Information concerning student insurance will be sent home to parents as soon as the company provides us with the materials. Parents are encouraged to have some type of accident insurance for students.

## STUDENT UNIFORM POLICY

Students must adhere to the uniform code policy. If a student is referred to the office and clothing is deemed inappropriate, parents will be contacted, and students will be detained until proper clothing is supplied from home.

**The uniform policy applies from the time the student arrives on campus until the end of the school day.**

**NOTE: School approved means clothing carries school logo and is in school colors. BCSB 7.303.**

### Tops:

- Maximum of 3 color (white, navy & yellow/gold)
- Must be a solid color except for school approved shirts
- Small manufacturer's trade mark is acceptable
- Polo/golf shirt with buttons and with collar or collared dress shirt with sleeves (no cap sleeves, underarm must be covered) or turtlenecks, all must be unaltered
- School approved T-shirts (club, spirit, etc) – unaltered
- Students may layer their tops; however, all visible tops must be in the designated colors. Tops worn as undergarments must be in designated school colors

### Bottoms:

- Belts must be worn if the pants have belt loops
- Belts must be worn in loops and pants shall be unaltered.
- Bottoms can be khaki, navy blue or plain blue jeans (**Mowat does not allow black pants in any form**).
- No hip huggers, **no holes**, no overalls.
- No shorts, skirts or dresses shorter than five inches (5") above the knee caps as measured standing up
- Dresses with sleeves (underarm must be covered) must be one of the school's chosen colors and a solid color

- Small manufacturer's trade mark is acceptable

### Shoes:

- Closed toes and closed backs
- No sandals/slides
- No bedroom shoes

### Sweaters/Sweatshirts:

- Sweaters/sweatshirts/hoodies with hoods for grades K–12 if school approved.
- **Must be one of the 3 approved colors (navy, white, & yellow/gold)**
- Must be solid color (unless school approved spirit or club)
- Must not have any large logo or insignia on front or back.

### Other:

- No head wear except sunglasses, hats or other sun-protective wear to only be worn while students are outdoors during school hours.
- Jackets/Coats must have buttons, zippers or snaps that are from top to bottom. Jackets can be any color. Jackets may be worn in the classroom at the discretion of the teacher.

**Discipline** for violating school dress code policy shall be as follows:

- First and second offense consequences: notification of parent or guardian; change of inappropriate attire
- Consequences for subsequent offenses may include:
  - notification of parent or guardian
  - change of inappropriate attire
  - Lunch detention
  - One to three days of in-school or out of school suspension

## SPECIAL ACTIVITIES & AWARDS

**Student Council** - Mowat's Student Council offers leadership to all students, to serve as a link between students and faculty, and to sponsor activities that will benefit the entire student body.

**Beta Club** - Beta Club is a national honor society. New members are tapped into the Beta Club each fall in a special program. To be eligible for membership in Beta Club, a student must have made A/B honor roll and maintained a 3.5 GPA for all 4 grading periods from the previous school year @ Mowat and display qualities of leadership and good character.

**FCS** - Fellowship of Christian Students is a group of students that meets once a month after school and performs service projects during the year.

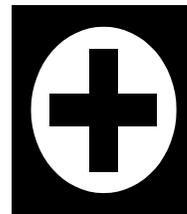
**Athletic and Academic Award Days** - Awards will be given to students for their outstanding academic and athletic accomplishments.

Areas of recognition:

- Perfect Attendance Award
- Subject Area Awards
- Top Scholar Awards
- Presidential Academic Awards
- Extracurricular Awards
- Mowat Faculty Award
- The Donald Mowat Award
- The Henry Griffin Award
- The Lauren Marien Award
- The Katelyn McGill Award
- The Jann Harris Award
- The George Faircloth Award
- The Caleb Harrison Award

## PHYSICAL EMERGENCIES

1. If a student is injured at school, he/she must report the injury immediately to his/her supervising teacher.
2. All students must have emergency contact numbers on file in the main office. Unlisted phone numbers should be listed with the school office.



3. **MEDICATION:** Notwithstanding the provision of Chapter 646, Section 231.15, Florida Statutes, any student who is required to take during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel if the school district receives: 1) A written statement from such physician detailing the method, amount, and time schedules by which such medication is to be taken, and 2) a written statement from the parent or guardian of the student indicating the desire that the school district assist the student in the matters set forth in the physician's statement.
4. Refills of medication for the student must be brought in the original bottle that the refill came in. We will return the old bottle that we currently have at that time. Medication must be brought in by an adult. The medication forms are available in the Main Office.



## SCHOOL PICTURES



School pictures will be made on the following dates:

- Fall Pictures
- Make-up Day
- Spring Portraits

## **BAY DISTRICT SCHOOLS ANNUAL NOTICE REGARDING DISCLOSURE OF STUDENT DIRECTORY INFORMATION**

Federal and State laws require that Bay District Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from a student's education records. However, Bay District Schools may disclose appropriately designated directory information without written consent UNLESS you advise Bay District Schools to the contrary.

Parent(s), adult students or former students shall have 30 days from the date of this notice to inform the student's school principal, in writing, that any or all of the directory information should not be released without their consent. Bay District Schools has designated the following information as directory information:

- A student's name, address, and telephone number (if there is a listed number)
- Image or likeness in photographs, videotape, film or other medium
- Date and place of birth
- Major field of study
- Current grade level
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Dates of attendance
- Degrees and awards received
- Most recent previous educational agency or institution (school or center) attended by the student.

Directory information is generally not considered harmful or an invasion of privacy if released. Directory information relating to students shall be released only to the following:

- In-school use of student directory information for official school business.
- Student directory information, without addresses or telephone numbers, for school annuals, school newspapers, honors lists, and printed materials or programs for extracurricular activities.
- Student directory information of junior and senior students may be furnished, upon request,
  - to Armed Forces Recruiting Officers, including the U.S. Coast Guard, for their use in providing for mail out information to student in regard to opportunities available to them in the United States Armed Services; provided, however, that any student may request that his/her name not be given for this purpose.
  - Florida public universities and colleges.
  - United States Congressman and Senators and Florida legislators

### **EMERGENCY EVACUATION DRILLS**

Regulations require that Emergency Evacuation Drills be held periodically during the school year. Students will be informed of proper procedures.

### **GUIDANCE SERVICES**

There are a variety of guidance services at Mowat Middle School. The services deal with school, social, and personal issues. Parent/teacher conferences are arranged through the Guidance Office. Conferences may be scheduled by calling the Guidance Office at 767-4041. Student conferences may be arranged by the student scheduling an appointment through the Guidance Office.

## ATTENDANCE

### EXCUSED ABSENCES

Criteria for approved absences as stated in School Board Policy include: illness, medical care, death in the family, legal reasons, religious holidays, pre-approved family leave, or school sanctioned activities. **Parents are required to excuse each student's absence within three (3) days of the absence.**

- A. **IF YOUR CHILD IS ABSENT, PLEASE CALL 767-4042 DURING THE A.M. OF THE DAY YOUR CHILD IS ABSENT.** *or*
- B. Send a note with the student explaining the reason for absence. Students should take the note to the Attendance Office before school (not to teacher) on the day of return.
- C. Students arriving after the tardy bell must sign in at the front desk in the Main Office with a parent to obtain a pass to class. The pass will denote an excused or unexcused absence.

Parents must check students out in the Main Office before the student leaves campus. Students who check out must have parental permission. Students returning to campus after checking out must be signed in by a parent/guardian, or provide a doctor's excuse.

Documentation must be filed with the principal's office within three (3) days of the absence. Excused absences may be given for the following reasons:

1. Death in the family or other bona fide family emergency.
2. Illness of student. A written statement from a physician that the student is under the supervision of the physician and that the student's condition justifies the number of days absent may be required after five (5) days absence.
3. Appointments for medical or dental care (physician's statement required.)

4. Visits to licensed therapist.
5. Legal reasons.
6. Pre-approved family leave. Requests for family leave must be in writing and approved before the student is to be absent and must comply with the following criteria:
  - a. The student must have a C average or higher in all classes for the grading period.
  - b. It must be demonstrated that the leave cannot be taken during school breaks.
  - c. The requested leave cannot be for more than five (5) days per school year and may not be during semester/term exam days.

### UNEXCUSED ABSENCES

Absences resulting from truancy, out-of-school suspension, or expulsion will be considered unexcused. If an absence is due to a suspension of 1 to 3 days, the student must contact the teacher upon return to class for make-up work. All make-up work must be turned in to the teacher within 5 days of return to school. For suspensions of more than 3 days, parents/guardians are responsible for contacting the school by the end of the third day to obtain make-up work. In this case, all work must be turned in upon the student's return to school.

Unexcused absences are those absences that are not justified according to the rules of this policy by the parent or legal guardian. In addition, truancy, and/or skipping are considered unexcused absences.

Skipping class is defined by one or more of the following criteria:

1. Failure to check out when leaving school before the end of the official school day.
2. Absent from class without parents or legal guardians knowledge and/or permission.
3. Absent from class without teacher knowledge and/or permission.

**Appeals.** A parent or student may appeal within five (5) days of notification a decision to classify an absence as unexcused by notifying the principal in writing.

## **TARDIES**

The student is responsible for regular and punctual class attendance. Students must be inside the classroom and prepared to begin class by the end of the ringing of the tardy bell in order not to be considered tardy. The teacher will determine if a tardy is excused or unexcused. The school attendance officer will investigate chronic tardiness. Five unexcused tardies and/or five late absences or a combination of both for a total of five in one class during one traditional semester shall result in an unexcused absence.

## **MAKE-UP WORK**

Students are expected to make up all work missed during excused absences. The student must contact the teacher on the first day back in school in order to make arrangements to make up the work within five (5) school days. **It is the student's responsibility to request make-up work.**

## **VERIFICATION OF RELEASE OF STUDENTS**

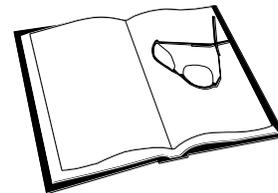
### **School Board Policy:**

- A.** The school principal or designee must establish the identity of any person who requests the release of a child from school.
- B.** For your child's safety, only the persons listed on the student's registration card may pick up the student. Any changes made to the registration card must be made by the parent **in person** (telephone calls and faxes will not be accepted).

## **MEDIA CENTER PROCEDURES AND RULES**

Media Center hours are 8:00 a.m. to 3:15 p.m. Wednesday mornings are reserved for faculty meetings.

-  A list of the Accelerated Reader books can be found at:



<http://www.bayschools.com/mms/media.html>

-  Each student may check out two books for two weeks, unless this privilege has been revoked due to excessive overdue or damaged books.
-  Media Center books and charges must be cleared with the media specialist before withdrawing from school.

## **DEFICIENCIES AND BOOK CHECKS**

School Board Policy: 8.504, Management of Textbooks

Parents/students will be expected to pay for lost or damaged books. Students who have outstanding Textbook deficiencies will not be able to participate in field trips or extracurricular activities.

**Florida Statute 233.47** - Responsibility of pupils, parents, or guardians for instructional materials.

-  All instructional materials heretofore or hereafter purchased under the provisions of this chapter shall be the property of the district. When distributed to the pupils, such materials shall be merely loaned to the pupils of the school while pursuing the courses of study therein and are to be returned at the direction of the principal or teacher in charge. Each parent, guardian, or other person having charge of a pupil to whom or for whom materials have been issued, as provided herein, shall be held liable for any loss. Destruction of, or unnecessary damage to, such materials or for failure of such pupil to return such

materials when directed by the principal or teacher in charge, shall require payment for such loss, destruction, or unnecessary damage as provided by law.

## PHYSICAL EDUCATION

A. Students taking physical education classes are required to dress out each day. Uniforms are available for purchase in the Main Office.

B. P.E. Lockers: PE students will have a small locker for use before and after PE class. The large lockers are for books and clothes during PE class only. Large lockers may be issued for those participating in a sport for large bags.

## MONEY POLICIES

- Parents are requested not to send one check to be cashed for several students and/or several funds. The school is unable to cash these or checks for CASH only. Checks should be written for the exact amount of specified fund for each student.
- In the event that a check is returned from the bank due to insufficient funds or closed account, we will no longer accept checks from that student or parent. Mowat Middle School does not have the means of collecting these monies without taking legal actions; therefore, this policy will be strictly enforced.
- Checks should have the student's name on them so that lost checks can be returned. This is very important.
- Under no circumstances will the school, office, club sponsor, teachers, or administrators be responsible for misplaced monies, checks, valuables, or any other personal property.

## BUS RULES AND REGULATIONS

- Students requesting permission to ride a bus other than the one they ordinarily ride, or wanting to get off at a stop other than their assigned stop, must bring a note signed by their parent to the clerk in the Main Office for verification. The note should include a telephone number where a parent can be contacted during school hours. This must be done before 9:00 a.m. on the day of the requested change.
- Standoff roadway while awaiting bus.
- Keep your seat at all times while bus is moving.
- Keep arms and head inside windows.
- Cross the roadway immediately in front of the bus. Wait for driver's signal before crossing.
- Unnecessary conversation with the driver is dangerous. Please remain quiet.
- Outside of ordinary conversation, classroom conduct is to be observed.
- The driver is in full charge of bus and pupils.
- The driver has the right to assign pupils to certain seats if necessary to promote order on the bus.
- No eating, drinking, or smoking allowed on the bus.
- Pupils must be on time; the bus cannot wait on those who are tardy.
- For violating these rules, a pupil will be reported by the driver to the school principal who has authority to suspend him temporarily or permanently from riding the bus after parent notification.
- After the ringing of the dismissal bell, all bus-riding students must report to the bus zone, and remain there until their bus leaves.



## ATHLETICS

### TICKET PRICES

All athletic events will start at 4:00 p.m. with the exception of the football jamboree. Ticket prices for regular games for adults will be \$3.00 and students \$2.00 each. Football jamboree tickets will be \$4.00 at the gate for both adults and students. Times and prices are subject to change.

### ELIGIBILITY

A student must be regularly promoted from the previous year, with no more than one F and a 2.0 grade point average to be eligible for participation the first nine weeks of the current school year.

A student who fails and did not participate in athletics (was not turned in on an eligibility sheet) during the failure year, would be eligible the second nine weeks grading period of the repeat year provided the student has a 2.0 grade point average, with no more than one F and meets all other requirements.

Students who are “held back” by parents due to maturity, age, etc., may participate (athletically) at each grade level for one year only.

A middle school athlete must not have reached his/her fifteenth (15) birthday before August 1. A middle school athlete, who becomes fifteen (15) on or before July 31, shall be ineligible for further participation in athletic competition.

**A student athlete must have completed a current Application for Athletic Participation Form and placed on file with the school office. No student will be allowed to participate in a tryout, practice, or an athletic contest prior to receiving a physical examination.**

For more information regarding athletics refer to the District Athletic Policy or contact Mowat Middle School’s Athletic Director. Athletic schedules can be picked up in the main office.

### **DRUG DETECTION DOG**

#### **(School Board Policy 7.316)**

A drug detection dog used by the Bay County Schools shall be used to detect illegal drugs on students' persons and in the physical plants and grounds of each school. Upon the proper identification by the drug detection dog and its trainer of the presence of illegal drugs in the student's locker or in any area of the physical plant or grounds of the school, the area shall be immediately opened and searched. If the drug detection dog and its trainer indicate the presence of drugs on his person he shall be asked to produce the contraband immediately, and if the student fails to do so, the proper law and drug enforcement authorities and the students' parents shall be immediately notified.

### **STUDENT SURVEYS 7.310**

The District shall cooperate with the federal government and state agencies such as the Florida Department of Health in conducting student surveys. These surveys shall be conducted anonymously and shall contain no personally identifiable information from or on any individual student. Parents shall be notified of upcoming surveys that reveal information concerning one or more of the following items:

- Political affiliations or beliefs of the student or the student’s parent;
- Mental and psychological problems of the student or the student’s family;
- Sexual behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;

- Critical appraisals of other individuals with whom respondents have close family relationships;
- Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or student’s parent; or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

No student shall be required to participate in such surveys if the student’s parent objects in writing to the student’s participation. Parents shall have the right to inspect any such survey instrument before the survey is administered or distributed if the request is made within a reasonable period of time. Parents shall be notified annually at the beginning of each school year of this policy and the notice shall include approximate dates during the school year when any such survey is administered.

*Authority: §1001.41 , Fla . Sta t.*

*Law Implemented: PPRA, Public Law 107-110, Title X, Part F, Section 1061 History: New, December 10, 2003*

## **BAY DISTRICT SCHOOLS ANNUAL NOTICE REGARDING PUBLIC EDUCATION RECORDS**

Pursuant to Florida law and School Board Policy 7.304, adult students and the parents or guardians of a student under age 18, currently or formerly in attendance in the Bay District School system, shall have the following rights with regard to public education records maintained by the District.

- *Right of access.* The right to review and inspect student records, including the right to reasonable requests for

explanation and interpretation of the records, and the right to obtain copies of said records. The District shall presume that either parent of a student has a right to inspect their child’s records unless the District has been provided with a legally binding instrument or court order which provides to the contrary.

- *Right to privacy.* The right to privacy with respect to personally identifiable records held on each student, whether a current or a former student.
- *Right to waiver of access.* The right to allow another party access to all personally identifiable student records.
- *Right to challenge and hearing.* The right to challenge the content of any record which the parent, guardian, or adult student believes to be inaccurate, misleading or a violation of their privacy.

Student records are maintained at the school the student currently attends or, in the case of former students, the school last attended. The procedures for exercising the aforementioned rights are explained in further detail in School Board Policy 7.304, copies of which are in each school office, the District offices at 1311 Balboa Avenue, and via the Internet at [www.bay.k12.fl.us/district/policy](http://www.bay.k12.fl.us/district/policy).

Bay District School system will forward records to other schools that have requested the records and in which the student seeks or intends to enroll (34CFR §§ 99.7 and 99.34(a) (ii)). Such records will include disciplinary records, which will include suspension or expulsion.

Parents and students over 18 years of age (“eligible students”) have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U. S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5920

## CAFETERIA AND LUNCH

1. The cafeteria will be open for students when buses arrive.
2. Breakfast is served in the cafeteria from 8:15 to 8:50 a.m. every morning. Food prices are listed below:

Breakfast	Adults	\$2.00
	Students	\$1.50
	Reduced	.30
Lunch	Adults	\$3.50
	Students	\$2.75
	Reduced	\$ .40



Extra milk and/or Orange Juice \$ .30

3. **CHARGE MEAL POLICY:** Students are not permitted to charge school meals. If a student does not have lunch money, they will be provided an alternative meal (sandwich, white milk, and fruit). **At no time will a student not be fed!** Prepayment of meals is encouraged or paying for meals on the Internet. (See School Payment Solutions for instructions)
4. Lunches brought from home must be consumed inside the cafeteria. Fast food deliveries of lunches for students are discouraged, but if delivered they must be checked in at the office.
5. Teachers will escort students to lunch. Students will be assigned a table, and remain at that table until the teacher helps the administrator check the table. The teacher will escort students back to their class.

6. The school will appreciate your cooperation in the following:

- Leave tables clean, push chairs to the table, take your tray to the window that is open for the receiving of trays and dishes, and throw all trash in the receptacles provided.
  - Conduct yourself in an orderly fashion at all times by observing good table manners.
  - Use common sense and courtesy at all times.
  - Students should prepay for meals with the cashier in the morning before school.
  - Students breaking line and letting other students "up" will be moved to the end of the line. Continued problems with cutting line will be dealt with as a serious discipline problem.
  - Please keep voices low or at normal tones while in cafeteria lines and while eating.
7. Parents paying for lunch by the week or month should make the check payable to Mowat Food Service. The check should be for the exact amount. The cafeteria will not cash checks. Pre-paid lunches must be purchased in the morning before school.
  8. Students need to memorize their 7-digit lunch number (which is the last 7 digit of their school ID number).
  9. Students using other students' lunch numbers will be disciplined and required to pay for lunch.
  10. Free and reduced lunch applications will be processed during the first month of school.
  11. **School Payment Solutions - PAY FOR LUNCH USING INTERNET:**  
  
Food Service would like to encourage parents to enroll  
(<https://www.myschoolbucks.com/ver2/login/getmain?requestAction=home> ) to help them manage payment of school meals. Once your account is

set up, you can view the balance for each child **AT NO CHARGE. This will help prevent your child from running out of lunch money ever again.** After you have signed up, you may still choose to pay for meals in the cafeteria as well as receive a “low balance” notification by email.

However, you may wish to begin using your MasterCard or Visa (debit or credit card) to pay for meals. If you choose to do this, there is a small service fee of \$2.50 charged to your card, regardless of how much money you add to any number of students (at any school, at the same time). For additional questions, you may call Food Service at 767-4261.

## **COURSE REQUIREMENTS 8.402**

### **MIDDLE SCHOOL**

It is the intent of the legislature and the School Board that students promoted from the 8th grade have the necessary academic skills for success in high school. Beginning with students entering 6<sup>th</sup> grade in the 2006-07 school year, promotion from a district middle school requires students to successfully complete the following in order for the student to be promoted to the high school level:

**3 – English courses that emphasize literature, composition, and technical text**

**3 – Math courses \***

**3 – Social studies courses, one semester of which must include the study of government and civics**

**3 – Science courses**

**1 – Career and educational planning course resulting in the completion of an Electronic Personal Education Plan (ePEP) \*\***

Successful completion of the required course means a passing grade. A student may be promoted to the next grade

with one failed course; however, the course must be retaken as an elective the following year. A student shall not be promoted to 9th grade until all middle school course requirements have been successfully completed.

No middle school student may earn more than a maximum of seven (7) total course units per year (August 1 - July 31). Request for waiver of this provision shall be made to the Superintendent or his/her designee.

For each year in which a student scores a level 1 on FCAT reading, the student must complete an intensive reading course the following year.

For each year in which a student scores a level 2 on FCAT reading, the student must complete an intensive reading course or other approved reading intervention the following year.

For each year in which a student scores a level 1 or 2 on FCAT math, the student must receive remediation the following year.

### **RETENTION OF STUDENTS K- 8 (8.405)**

Student progression from grade to grade will be based on achievement/credits/units. A student may not be promoted based on age or other factors that constitute social promotion. When a student is retained, he/she must receive an intensive program that is different from the previous year’s program and that takes into account the student’s learning style. Students who have been retained for two (2) or more years will be considered for alternative placement. Students who have been retained in grades K-8 and have not mastered the District identified curriculum for the grade level shall be retained. Students recommended for retention are subject to the provisions of §1008.25, Fla. Stat.

If at the end of the first semester a student is in danger of retention, a warning message will be printed on the student's second quarter report card. Parent(s) or legal guardians must be notified by mail no later than 30 school days prior to the last day of school if the student appears to be in danger of retention. After this date, each student must continue to complete satisfactorily all assignments to assure promotion. Parents of students in grades 3, 5, and 8 will be notified of mandatory retention upon District-receipt of all FCAT scores and the reasons the student is not eligible for good cause exemption. The notification must also include a description of proposed interventions and supports that will be provided to the student.

## **Retention**

The principal has the final responsibility to ensure that all District and State policies regarding the retention and promotion of students are followed in accordance with § 1008.25, Fla. Stat. These criteria are intended to be a minimum for retention. The principal may retain students who meet these minimums.

### **Retention shall be based upon the student's**

1. Failure to achieve State Standards
2. Overall achievement/performance in all academic areas
3. Failure to achieve District level proficiencies per School Board Policy 8.301
4. Work habits and attitudes
5. Attendance in accordance with School Board Policy 7.104.

Students who are retained, and students needing remediation or intensive instructional support, will be matched to strategic and intensive instruction/interventions based on screening, progress monitoring, and diagnostic assessments.

## **8th Grade**

In Bay District Schools, there will be no social promotion. Retention decisions must follow the requirements in 8.402, which may take precedent due to statute. All students must have successfully completed three middle school or higher courses in English, mathematics, social studies, science and one course in career and education planning, meeting the requirements of F.S. 1003.4156. A student who does not qualify for a good cause exemption will be retained in 8<sup>th</sup> grade if he or she meets the following criteria:

- **FSA ELA Score is Level 1 and**
- **FSA Math Score is Level 1**

### **Good Cause Exemptions:**

**Note:** Before a student may be considered for a good cause exemption, the student must complete all tutorial/remediation programs offered to the student.

1. Limited English proficient students who have had less than 2 years of instruction in an ESOL program.
2. Students with disabilities whose IEP indicates that participation in the statewide assessment program is not appropriate, consistent with the requirements of State Board rules.
3. Students with disabilities who participate in the FCAT and who have an IEP that reflects that the student has received intensive remediation for more than 2 years but still demonstrates a deficiency and was previously retained for 2 or more years prior to 8th grade or 1 or more years in grades 6 through 8.
4. Students who have received intensive remediation for 2 or more years but still demonstrate a deficiency and who were

previously retained for 1 or more years in grades 6 through 8. Students exempted from retention in this category must be assigned an alternative placement.

5. The Superintendent, upon the recommendation of the principal, may promote a student upon extraordinary circumstances that impacted the student's performance.

**NOTE:** If a student moves into Bay District Schools from another state after the administration of the FCAT, but prior to the end of the school year, the student may be promoted if the student meets all other promotion criteria.

Parental Request for Retention in Grades K-8. A student's parent(s) or legal guardian may request, in writing, that the principal allow the student to be retained in their current grade for an additional year based on academic need.

## **GRADUATION REQUIREMENTS FOR CLASS of 2011 and THEREAFTER**

### **Four-year Standard Graduation Requirements (minimum 24 credits) (28 credits required at Arnold, Bay, Mosley, Rutherford)**

- 4 credits English
- 4 credits math (including Algebra I or its equivalent)
- 3 credits social studies (World History, American History, American Government, Economics)
- 3 credits in natural science (two must have lab component)
- 1 credit Physical Education to include the integration of health
- 1 credit in fine arts

- 8 credits Electives (12 credits for Arnold, Bay, Mosley, Rutherford)
  - 4 credits in a major area of interest
  - 4 (8) credits in elective courses (which may be combined to allow for a second major area of interest, a minor area of interest (3 credits), other elective courses)
- \* a minimum GPA of 2.0
- \* a passing score on FCAT reading and math and Florida Writes!

### **# Three-year standard college preparatory program (18 credits)**

- 4 credits in English
- 3 credits in math at the Algebra I level or higher
- 3 credits in social studies (World History, American History, American Government, Economics)
- 3 credits in natural science (two must have a lab component)
- 2 credits in same second language
- 3 credits in electives

(At least 6 of the 18 credits required for completion of this program must be received in classes that are Dual Enrollment, IB, AICE, or Advanced Placement)

- \* a 3.5 GPA
- \* a passing score on FCAT reading and math and Florida Writes!

### **# Three-year career preparatory program (18 credits)**

- 4 credits in English
- 3 credits in math, one of which must be Algebra I or its equivalent
- 3 credits in natural science (two must have a lab component)

- 3 credits in social studies (World History, American History, American Government, Economics)
- 3 credits in single vocation/career education program and  
2 credits in electives *OR*
- 3 credits in single career/technical certificate dual enrollment and  
2 credits in electives *OR*
- 5 credits in vocational/career education (including  
3 credits in one sequential career and technical education program)

- 

\* a 3.0 GPA

\* a passing score on FCAT reading and math and Florida Writes!

# Students choosing to participate in an 18 credit graduation option must declare their intent by the end of the 9<sup>th</sup> grade year.

Other graduation options include Advanced International Certificate of Education Curriculum and International Baccalaureate Curriculum or Special Diploma. See your Guidance Counselor for more information.

#### Student Participation in the Pledge of Allegiance

Florida HB 7029, signed into Law by Governor Rick Scott on April 14, 2016, amended Florida Statute 1003.44 by spelling out requirements. In accordance with the law, upon written request from the student's parent/guardian, Bay District students may be excused from participation in the Pledge of Allegiance.

Updated provisions, effective July 1, 2016, from the FL Statute 1003.44 include:

When the national anthem is played, students and all civilians shall stand at attention, men removing head coverings except those worn for religious purposes.

The Pledge of Allegiance is defined:

"I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

The Pledge of Allegiance shall be rendered by students standing with the right hand over the heart.

The Pledge of Allegiance shall be recited at the beginning of the day in each public elementary, middle, and high school in the state.

Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart.

When the pledge is given, non-exempt students must show full respect to the flag by standing at attention, men removing any headdress, except when such headdress is worn for religious purposes.

If you would like your student to be exempt, please contact your child's school directly. The school will advise you how to proceed with your written request.

If an academic need arises and a parent desires to request a transfer for his/her child from one teacher to another, the following process will be used:

Parent initiates the request for a teacher transfer using the FOCUS form online. The principal schedules a parent-teacher conference (required attendance by the parent and teacher and facilitated by the principal) to discuss the parent's concerns. The principal renders a decision on the transfer request within two weeks of the form being received. If a parent desires to request a transfer for his/her child from one teacher to another for out-of-field reasons, the following process will be used:

Parent initiates the request for a teacher transfer using the FOCUS form online. The principal schedules a parent-teacher conference (required attendance by the parent and teacher and facilitated by the principal) to discuss the parent's concerns. The principal renders a decision on the transfer request within two weeks of the form being received.

**MOWAT MIDDLE SCHOOL**  
**ROTATION SCHEDULE**  
**2019-2020**

**Rotation 1**                      **1, 2, 3, 4, 5, 6**

**Rotation 2**                      **3, 4, 5, 6, 1, 2**

**Rotation 3**                      **5, 6, 1, 2, 3, 4**

<b>Week</b>	<b>Rotation</b>	<b>Week</b>	<b>Rotation</b>
Aug. 12-16	1	Jan. 27 - 31	3
Aug. 19-23	1	Feb. 3 - 7	1
Aug. 26-30	2		
Sept. 3-6	3	Feb. 10 - 14	2
Sept. 9-13	1	Feb. 18 - 21	3
Sept. 16-20	2	Feb. 24 - 28	1
Sept. 23-27	3	Mar. 2 - 6	2
Sept. 30 - Oct. 4	1	Mar. 9 - 13	3
Oct. 7-11	2	Mar. 23 - 22	1
Oct. 15-18	3	Mar. 30 - Apr. 3	2
Oct. 21-25	1		
Oct. 28 - Nov. 1	2	Apr. 6 - 9	3
Nov. 4-8	3	Apr. 13 - 17	1
Nov. 12 - 15	1	Apr. 20 - 24	2
Nov. 18 - 22	2	Apr. 27 - May 1	3
Dec. 2 - 6	3	May 4 - 8	1
Dec. 9 - 13	1	May 11 - 15	2
Dec. 16 - 20	2	May 18 - 22	3
		May 25 - 27	1
Jan. 7 - 10	3		
Jan. 13 - 17	1		
Jan. 21 - 24	2		

## BAY DISTRICT SCHOOLS' CALENDAR 2019-2020

	Day	Month	Date
Instructional Contract District Inservice Day	Tuesday	July	30
Instructional Contract District Inservice Day	Wednesday	July	31
Inservice (School-Based)	Thursday	August	1
Inservice (School-Based)	Monday	August	5
Pre-School Planning	Tuesday	August	6
Pre-School Planning	Wednesday	August	7
Pre-School Planning	Thursday	August	8
<b>First Day of School</b>	<b>Monday</b>	<b>August</b>	<b>12</b>
Labor Day (Holiday for All)	Monday	September	2
Teacher PLC Planning Day (School out for Students) <b>STORM DAY (IF NEEDED)</b>	Wednesday	September	25
End of First Nine Weeks	Friday	October	11
Columbus Day (School out for Students & Teachers)	Monday	October	14
Teacher PLC Planning Day (School out for Students) <b>STORM DAY (IF NEEDED)</b>	Wednesday	October	23
Veterans Day (Holiday for All)	Monday	November	11
Thanksgiving Holidays (School out entire week for Students & Teachers)	Monday	November	25
Thanksgiving Day (Holiday for all)	Thursday	November	28
Return from Thanksgiving Holidays	Monday	December	2
High School Testing Day (7th period exams)	Wednesday	December	18
High School Testing Day (1/2/3 period exams)/Early Release for High School Students Only	Thursday	December	19
High School Testing Day (4/5/6 period exams)/End of Second Nine Weeks/End of First Semester/Early Release for All Students	Friday	December	20
Christmas Holidays Begin	Monday	December	23
Return from Christmas Holidays (Teachers) Records Workday	Monday	January	6
Return from Christmas Holidays (Students)	Tuesday	January	7
Martin Luther King's Birthday (Holiday for All)	Monday	January	20
Teacher PLC Planning Day (School Out for Students) <b>STORM DAY (IF NEEDED)</b>	Wednesday	February	5
Presidents' Day (School Out for Students & Teachers)	Monday	February	17
End of Third Nine Weeks	Friday	March	13
Spring Holidays Begin	Monday	March	16
Return from Spring Holidays	Monday	March	23
Good Friday (School Out for Students & Teachers)	Friday	April	10
High School Testing Day (7th period exams)	Friday	May	22
Memorial Day (School Out for Students & Teachers)	Monday	May	25
High School Testing Day (1/2/3 period exams)/Early Release for High School Students Only	Tuesday	May	26
High School Testing Day (4/5/6 period exams)/End of Fourth Nine Weeks/End of Second Semester/ <b>Last Day of School for ALL STUDENTS/Early Release for ALL STUDENTS</b>	<b>Wednesday</b>	<b>May</b>	<b>27</b>
Post Planning for Teachers	Thursday	May	28
Post Planning for Teachers	Friday	May	29

STUDENT DAYS		TEACHER DAYS			PROGRESS REPORTS	ORIENTATION DATES	GRADUATION		
Month	Days	Month	Instruct	Other			School	Month	Day
August	15	August	15	7	Progress reports are available through the District's PARENT PORTAL. Hard copy progress reports will no longer be printed. Parents can contact the school if no internet access is available.	Dates and times for orientation by school location can be found at the Bay District Schools' website @ <a href="http://www.bay.k12.fl.us">www.bay.k12.fl.us</a>	Bay Virtual	May	18
September	19	September	19	2			Mosley	May	19
October	21	October	21	1			MKL	May	20
November	15	November	15	2			Arnold	May	20
December	15	December	15	1			New Horizons	May	21
January	18	January	18	3			Rutherford	May	21
February	18	February	18	1			Bozeman	May	22
March	17	March	17				Rosenwald	May	22
April	21	April	21				Bay	May	26
May	18	May	18	2			Haney	May	28
<b>Total</b>	<b>177</b>	<b>Total</b>	<b>196</b>						
						<b>REPORT CARDS</b>	<b>OPEN HOUSE DATES</b>		
						October 24 January 16 April 1 June 4	High School: *Selected Mon. in Sept.		
							Middle School: *Selected Tues. in Sept.		
							Elementary School: *Selected Thurs. in Sept.		
						*Contact school for specific date			
						Graduation Dates Revised: 6/24/19 Board Approved: 12/11/18			