PARENT/STUDENT HANDBOOK 2026-2027

9001 Westview Drive

Coral Springs, Florida 33067

Phone: (954) 255-0020

Office Hours: 8:00 a.m. – 4:00 p.m.

Elementary School Hours:
K- 1st: 8:30 a.m. – 3:00 p.m.
2nd – 5th: 8:30 a.m. – 3:15 p.m.

Middle School Hours: 9:05 a.m. – 3:45 p.m.

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IMAGINE SCHOOL AT BROWARD

A Tuition-Free Public Charter School Committed to Excellence in Education.
Cognia School of Distinction

OFFICE STAFF:

Principal: Ms. Debra Darling
Assistant Principal: Mrs. Melanie Cardona
Assistant Principal: Mrs. Julienne Winninger
Office Staff: Mrs. Jessica Gordon & Virginia Smith
Registrar/IMT: Mrs. Tracy Lemus
Business Manager/HR: Mrs. Shakira Taylor & Mrs. Jessica Gordon

OFFICE HOURS:

8:00 a.m. to 4:00 p.m.

REGULAR SCHOOL HOURS:

Elementary: 8:30 a.m. – 3:15 p.m.

Middle School: 9:05 a.m. - 3:45 p.m.

EARLY RELEASE SCHOOL HOURS:

K-1st Grade: 12:15 p.m.
2nd – 5th Grade: 12:30 p.m.
Middle School: 1:00 p.m.

GOVERNING BOARD

Imagine School at Broward (ISAB) Governing Board is the governing body of the school. The Governing Board will be ultimately responsible for monitoring and reporting the financial and educational success of the school. The Governing Board is responsible for ensuring the Charter is implemented as submitted to Broward County Public Schools. The Governing Board will delegate all day-to-day operational responsibilities to the Principal.

The Governing Board consists of an elected group of parents and community members who are responsible for the school and its successful operation. Parents who have educational, operational or managerial concerns should contact the appropriate personnel in the school.

If there are concerns about the school, parents are first to contact administration. However, in the event that there are unresolved issues with the Administration, parents may contact Mrs. Susan Onori, Executive Vice President-Gold Coast Region, at 954-870-5023. In addition, a parent may request an item to be placed on the Governing Board's agenda with a written request with a detailed explanation to be submitted to the principal of the school at least two weeks prior to the scheduled meeting. The public comments policy and public records request policy are posted on the school website. The school's parent liaison Brooke Davidson, is available for contact at brooke.davidson@imagineschoolatbroward.org.

Governing Board Meetings are tentatively scheduled bi-monthly on Thursday nights at 5:30 p.m., at the school. Upcoming Governing Board Meetings are advertised on the website, parent updates, and posted on the front door.

Brooke Davidson – Parent School Liaison

Governing Board Members 2026-2027

Brian Schlang – Chair

John Gerun – Member

Christopher Buckley – Member

Esme Maldonado – Secretary

Lori Rine - Member

The Governing Board is responsible for:

- ❖ Management and the business affairs of the Governing Board s
- ❖ Approval of the annual budget of anticipated income and expenditures, as well as the preparation of the annual financial audit report
- ❖ Filing of the annual report to the School Board
- ❖ Maintenance of written records of attendance and minutes of its meetings
- ❖ Elects community replacements when members' terms expire

Meetings of the Governing Board are open to the public and comply with the Sunshine Laws of the State of Florida.

AFTER CARE & BEFORE CARE

The Before and After-school program is operated by Imagine School at Broward. It offers care on school days beginning at 7 a.m. until 6:00 p.m. This program provides students with a structured, safe, and positive environment for before and after school hours. Students are supervised by experienced counselors who provide age-appropriate activities and learning opportunities. Please visit the Before and After care link on our webpage at **www.imagineschoolatbroward.org** for more information.

ANTI-BULLYING POLICY

Imagine School at Broward is committed to protecting its students and employees from bullying, harassment, or discrimination for any reason or type. Imagine School at Broward believes all students and employees are entitled to a safe, equitable, and harassment-free school experience. Bullying, harassment, or discrimination will not be tolerated and shall be just cause for disciplinary action in accordance with the Code of Conduct of the School District of Broward County. The Code Book for Student Conduct and Discipline Matrix is available on the school website.
Students have the right to feel safe from threats and bodily harm. Disruptive behaviors are never acceptable, and when they occur, they will result in classroom specific consequences, exclusion from participation in class activities, detentions, suspension, or expulsion, as per the Broward County Schools Discipline Matrix. **Parents who have a conflict with a student other than their own child are requested to speak to Administration**. **At NO TIME may parents approach students or other parents directly, through social media, or text message. The school does not facilitate meetings between families.**

All students and employees will be treated with respect. Slurs, innuendoes, hostile treatment, violence, or other verbal or physical conduct against a student, parent, or employee will NOT be tolerated.

ARRIVAL/DISMISSAL PROCEDURES

Students need to learn the importance of regular school attendance. **It is important students report to school on time. Supervision of students begins at 8:00 a.m. for students in K-5 and 8:45 a.m. for students in 6-8.** Instruction begins promptly at 8:30 a.m. for students in K-5 and 9:05 a.m. for students in grades 6-8. If any student is dropped off prior to assigned supervised time, they will be sent to before care and the appropriate charges will be applied. **Students who arrive late must be signed in by an adult.**

Dismissal is 3:00 p.m. for students in grades K-1st without siblings in 2-5. Students in grades 2-5 and any K-1 siblings are dismissed at 3:15 p.m. **Per the City of Coral Springs, parents are not permitted to line up** until 2:30 p.m. for grades K-1. Parents of students in grades 2-5 are not permitted to line up until 3:15 p.m. Students in grades K 5 not picked up by 3:30 p.m. will be sent to aftercare and parents will be charged an aftercare fee.

Students in grades 6-8 are dismissed at 3:45 p.m. **Parents are not permitted to line up** until 3:40 p.m.

Students in grades 6-8 not picked up by 4:00 p.m. will be sent to aftercare and parents will be charged an aftercare fee. Middle school students who walk or ride their bikes are to sign out with the staff member on duty and leave the campus within five minutes of the dismissal bell. All middle school students walking or riding bikes must live within a 2-mile radius verified by the school. An authorization form signed by a parent/guardian must be on file in the school office and a current "Walker Pass." Parents who complete this form acknowledge the risk associated with allowing a child to arrive/leave campus unaccompanied by an adult. These forms must be updated annually and may be found on the school's website. The school may determine at times during inclement weather that it may be unsafe for students to walk or ride home. If that is determined, students will report to the front office to call guardians for pickup from an individual on their emergency card.

Only individuals listed on the EMERGENCY CONTACT CARD will be allowed to pick up students from the school. Valid photo identification is required of all individuals picking up students. If someone arrives at the school to seek the release of a student and the person's name is not listed on the emergency contact card, the student will not be released. **Students will not be permitted early dismissal after 2:30 p.m. for Elementary Grades and after 3:15 p.m. for Middle School Grades.**

Parents will be given color-coded car signs on which to write their child's name, grade level and Pikmykid code, in large print. This sign must be displayed on the passenger side of the car dashboard and/or on the rearview mirror ALL YEAR while on campus. Students will not be released to individuals who do not have a school-issued placard displayed on the dash.

All parents must remain inside their vehicles at arrival and dismissal time. Children are not permitted to be outside of the vehicle at ANY time during the arrival or dismissal car line. For safety reasons, children must remain properly seated in their seat and may not stand in a moving vehicle or be through the sunroof while the vehicle is on school property. **Parents are not allowed to walk up to the carline**. The Pikmykid code will be given to a staff member when the vehicle enters the school property. The students will be called as you pull into the dismissal lane. Vehicles are required to display the car sign in the window at all times on campus for safety and to speed up the process and follow the traffic pattern as outlined by the school. Safety of every student, not speed, is the goal of dismissal.

Enrichments, clubs, and athletic dismissals are separate from school dismissal. Students not enrolled in enrichments, athletics or clubs may not wait for their sibling who is enrolled in a club to be dismissed and must be picked up at their regular dismissal time. Parents of students not picked up by the designated time will be sent to aftercare and charged an aftercare fee.

Please do not play loud music, text or **use your cell phone** while in the car line as it endangers the students and staff. Adhere to speed limits on school grounds. Do not park on neighboring private properties or businesses and do not park on the grass on Westview Drive. ***The safety of your children is our first priority. Please follow drop-off and pick-up procedures very carefully to keep all of our students safe.***

ATTENDANCE

ABSENCES:

1. Your child must be in school every day as mandated by state law.
2. Parents are required to email Imagine School at Broward at attendance.broward@imagineschoolatbroward.org to notify the school if the student is going to be absent. Parents have two days to excuse the absence. Failure to do so will result in the absence being marked unexcused.
3. The school Social Worker will contact the parent regarding excessive absences (5 or more unexcused absences in a calendar month or 15 or more unexcused absences during a 90- day period) via phone conference, email, teacher/parent conference or letter. Excessive tardiness will also result in parental contact.
4. If unexcused absences continue, a formal referral for attendance will be made to Administration with supporting documentation of parent contact and non-medical absences attached to the referral. A parent meeting will be required with the Social Worker and Administration.
5. If unexcused absences continue, [student has accumulated five days (30 hours)] of absences in a marking period or 10 days (60 hours) within two marking periods], the principal/designee shall determine if there may be a pattern of nonattendance. If there is no acceptable documentation, the principal/designee shall refer the student to the Child Study Team to determine if early patterns of truancy are developing, and provide appropriate interventions. (F.S.1003.26(1)(b)).

Anytime a student returns to school after an absence, a note must be provided. Students must be in school unless the absence has been permitted or excused for one of the following reasons (please note that **vacations are an unexcused absences**):

- ☐ Illness of student
- ☐ Illness of immediate family member
- ☐ Death in the family
- ☐ Religious holidays of the student's own faith
- ☐ Required court appearance or subpoena by a law enforcement agency
- ☐ Special Event (public functions, competitions, exceptional cases of family need – must be approved in advance by Administration)
- ☐ Scheduled medical or dental appointments
- ☐ Students who have, or are suspected of having, a communicable disease.

TARDIES:

According to State Law, students must be in school and ON TIME. A student who is tardy must be escorted into the Front Office by a parent and signed in with a reason for the tardy. Please refer to the School Board of Broward County provided information regarding tardiness below:

1. Excessive tardiness will be addressed on a case–by–case basis to determine if there is a pattern of non-attendance. Non-attendance for instructional activities is established by tardiness, early sign-outs, or absences for all or any part of the day.
2. Tardiness to any class without documentation may be considered unexcused.
3. Habitual tardiness is defined as being tardy 5 times within a marking period.
4. Principal has the discretion to excuse tardiness for extenuating circumstances.
5. Unless excused under the provisions of this policy, accumulated tardiness will be recorded as unexcused absences. (F.S. 1003.02 (1) (b))

EARLY DISMISSAL/EARLY SIGN-OUT:

Early Dismissals must happen prior to 2:30 for Elementary school and 3:15 for Middle School. In the case of an early dismissal, only those listed on the student's emergency card will be permitted to sign out the student. Early dismissals will be recorded on the student's attendance record. **Early dismissal from a field trip site is not permitted.** Excessive early sign-outs will be addressed on a case-by-case basis to determine if there is a pattern of non-attendance. Parents/guardians are required to show ID before entering front office.

MISSING ASSIGNMENTS AND TESTS DUE TO ABSENCES:

All students are expected to make up work missed during an absence. Students may receive credit for their excused absence work as long as the student makes up the work during the appropriate time frame:

- Students have two (2) class days to make-up the work for each class day of an excused absence, not including the day of return. However, previously assigned work is due the day of return. These deadlines may be extended by the principal for extenuating circumstances.
- Middle School Students: Make-up work for credit and grade is allowed for all absences due to the statutory promotion requirements to high school and the impact on course recovery.
- For Middle School Only, when class work is not completed for a marking period due to excused absences, a grade of "I" may be given. Students must complete the work prior to the end of the next marking period and may earn a grade to replace the "I". In extenuating circumstances, the principal has the authority to extend the deadline. But in most cases, when these deadlines are not met, the "I" changes to an "F" and may cause a semester course failure. If and when the class is repeated and students earn a grade, the "I" or the "F" will not be counted in computing grade point averages.
- For Middle School Only, when a semester exam is not completed, a grade of "I" is given. If students are absent on an exam day, the exam must be made up in order for credit to be given. For each semester exam day students are absent, they will have two (2) days to make-up the exam, not including the day of return. These deadlines may be extended by

the principal for extenuating circumstances.

- Suspensions: Make-up work for credit and grade is allowed. It is the student's responsibility to get the missed work. All work is due on the day of return from the suspension. Student is NOT allowed to participate in any school activities during the suspension period. Students who are assigned in-school suspension are expected to be in school. These students must complete assignments and turn in work daily. For students who are not offered the option to attend an alternative to-suspension site, specific homework assignments will be provided (F.S. 1003.01). These absences will be considered suspensions.

SPECIAL EVENTS OR PROGRAMS PARTICIPATION:

From time to time during the school year, special events are planned that require extra effort from all teachers. These events are in the best interest of the students. Students must be in attendance for over half of the school day and in all of their core classes in order to participate in special events and/or programs.

BOOK BAGS/FOLDERS/PERSONAL ITEMS

Book bags, backpacks, folders, or any other personal items must not display patches, entertainment insignias, drawings, obscene words, gang signs, or any other item that would be deemed inappropriate, offensive, or reflect negatively on Imagine School at Broward. Please note that rolling book bags (backpack with wheels) are not allowed at Imagine School at Broward for safety and storage reasons. Failure to comply will constitute a dress code violation.

BUDGET/EXPENSES:

STUDENTS ATTIRED FOR EDUCATION (SAFE) ACT:

For further information regarding the school budget and acquisition of this information, please see Addendum A: Summary of 2016 Legislation Affecting Charter Schools. Addendum A provides that parents of public school students have the right to a school financial report that indicates the average amount of money expended per student in the school.

CAFETERIA PROCEDURES & EXPECTATIONS

SLA is the provider for breakfast and lunch. SLA serves private and charter schools throughout the US and is dedicated to providing students the best 30 minutes of their day: offering healthy, delicious meal options, served in a friendly, positive dining environment.

Normal Prices -- Breakfast: $2.50; Lunch K-5th: $4.50; Lunch 6th-8th: $4.75

BREAKFAST PROGRAM:

Breakfast will be served from 8:05-8:25 a.m. for students in grades K-5 and 8:45-9:00 a.m. for students in grades 6-8. Students who will be getting breakfast in grades K-5 and those who are enrolled in the Before Care or Morning Study Hall may enter the building at 8:05 a.m. and report directly to the Cafeteria. Students in grades 6-8 who are not enrolled in Study Hall, but would like to get breakfast, should enter the building through the back carline at 8:45 a.m. and report directly to the cafeteria.

LUNCH PROGRAM:

Participation in the school meal program is not a requirement. Students may bring their lunch to school each day if they wish. For the safety of all, Imagine School at Broward does not allow sodas, carbonated drinks, caffeinated drinks, and glass containers being sent in students' lunches or in the morning. Information regarding the School Meal Program can be found on the school website. Free or reduced price meals are available for those who qualify. School personnel are not permitted to accept commercial food deliveries for students (this includes services such as Uber Eats, Door Dash, etc.). Parents are not permitted to drop off fast food/commercial food to students.

PAYMENT:

Imagine School at Broward strongly encourages families to pre-pay by adding money to the students' lunch accounts. This allows the students' lunch payments to be directly debited from the student's account. Only online payments are accepted for meal payments. These payments can be made to www.slalunch.com.

When students are registered at Imagine Broward, they are automatically given a meal account. Every family should set up a Parent Account and link their child/ren to the Parent Account. Parents should monitor this account frequently as parents will be able to view transactions, set up payment reminders and restrict certain purchases for your child. Please remember that Imagine teachers, staff or SLA Cafeteria will not deny a child from purchasing meals.

When a student's lunch account balance drops below $25.00, the parent will be notified in writing. The student will still be allowed to purchase meals as we will never deny a child food, but until the account balance has been met, the student will not be able to purchase a la carte items. Once a payment has been fully processed and the student's account has funds available they will once again be eligible to make ala carte purchases.

FREE AND REDUCED-PRICE MEALS:

An application for free or reduced meals will be sent home with your child during our Meet and Greet event held at the beginning of the school year. It is also available on the school's website, and in the Front Office. Parents must apply for this benefit annually (application is separate from the school district). The completed application should be returned to the office as soon as possible. The application process takes 10 school days. Notification pertaining to qualification for free/reduced meals will be sent directly to the home by Imagine School at Broward. Students who had free/reduced lunch during the previous school year will receive their benefits for the first 30 days while their application is being processed. Students new to Broward County Public Schools will have to pay full price until their application is processed. Please note that students who qualify for free/reduced meals are entitled to one complete breakfast and one complete lunch daily. **Those who choose to take a second breakfast and/or lunch will be charged the full price for that meal.**

Please Remember: Students may not bring sodas, carbonated and/or caffeinated drinks to school and glass containers are prohibited. There are no refrigerators or microwaves available for student use.

Students bringing lunch or snacks from home should supply their own necessary utensils. It is recommended that families inform the school of any dietary restrictions students may have. Staff members who should be made aware of dietary restrictions include: Front office staff, student's teacher(s), kitchen management office, and the clinic. **Single serving birthday treats (cupcakes, cookies, etc.) are permitted in the cafeteria only. No candles.** All birthday treats must be distributed by the parent and/or teacher and all classroom students must be allowed to participate. Items brought to school for birthdays or parties must be store bought, homemade food items are not permitted. Children (of any age) who are not enrolled at Imagine Broward will not be allowed to accompany parents to birthday celebrations.

CARE OF SCHOOL PROPERTY

Students are expected to respect the school buildings and property. Trash cans are provided throughout the building and grounds for proper disposal of trash. **Marking or defacing school property is considered vandalism and is a serious offense; which may lead to suspension or possible expulsion**. Any student who damages/vandalizes school property will be required to make full restitution for damages. **Chewing gum in the school building is prohibited.** All food must be consumed in the cafeteria or in designated areas.

CELLULAR PHONES/ELECTRONIC DEVICES

The use of electronic devices by a student when school is in session is not allowed. Handheld games, and the like should not be brought to school. If any of these items are brought to school, and then lost or stolen, the school is not responsible for the loss. Parents should not be texting or calling their child's cell phone/smartwatches during the school day.

According to the Broward County Public School Board's Code of Conduct, "Any unauthorized use of cellular phones and other wireless communication devices during the instructional school day, while on school-sponsored transportation, or at such times as not authorized by the school principal or designee, is prohibited as it disrupts the instructional program or distracts from the educational environment" (SB policy 5.183) **If an Elementary student possesses a cellular telephone, it should be turned off and kept out of sight in a book bag. Cell Phones may not be used until out of the school building. Earbuds/airpods/smart watches should also be off and kept in book bag. Within Middle School classrooms, students will place their cellphones in a cell phone locker during homeroom. Middle School students will retrieve their cell phones from locker at end of the school day.**

Consequences are as follows:

- **First Offense:** The cell phone will be confiscated and returned to the student at the end of day. Middle School students will be assigned a Minga and automatic detention.
- **Second Offense:** The cell phone will be confiscated and a parent/guardian of the student may pick it up from the front office at the end of the day. Middle school students will receive a second Minga and automatic detention.
- **Third Offense:** The cell phone will be confiscated and returned to the parent and parent must sign paperwork acknowledging the cell phone will no longer be allowed on campus and the

student receives a detention in elementary school and ½ day in school suspension in middle school. (4th Offense: 1day internal suspension; 5th Offense: 2 days internal suspension; 6th Offense: 1day external suspension).

Failure to surrender items will result in other disciplinary consequences.

CHILD ABUSE

State law requires teachers, administrators, and other school personnel to report suspected cases of abuse, abandonment, or neglect to the **DCF Hotline at 1-800-96-ABUSE.**

CLASSROOM CELEBRATIONS

During the school year, activities such as class celebrations are often planned. All class parties are scheduled and approved by Administration and the classroom teacher. Due to Federal regulations, all snacks/food items brought into the school for classroom celebrations **must be from an inspected commercial facility/store-bought** and must be labeled with its contents. No goody bags or balloons are allowed. Important celebration reminders:

1. Younger siblings not registered as students of Imagine Broward will NOT be permitted to enter the building for celebrations.
2. At no time may candles be used for birthdays or any other celebration activities.
3. Balloons will not be allowed on campus and will be required to be taken home.
4. Students must eat lunch before dessert items (cupcakes, cakes, donuts ect.) can be passed out for celebrations.

COMMUNICATION

Communication between school and home is essential to the success of every child and the school. The following information has been organized to support positive communication between home and school. Specific requests (conferences, etc.) must be in writing, by email, or a phone message must be left at the office for the specific teacher. Parents are requested to notify school personnel in the following order, if there are concerns:

1. **The Classroom Teacher:** Classroom teachers are the first line of communication. If parents have concerns regarding their child's academic performance, behavior, or social interactions, they first need to have a conversation with the teacher. Parents may call and leave a message for the teacher send a written request to set up a conference, or email a teacher with a conference request. Email lists are available on the school's website.

2. **Support Personnel:** Also available for parent support:
    a. ESE Specialist/504 Liaison
    b. Behavior Support/Guidance Counselors
    c. ESOL Coordinator Support
    d. Elementary and Middle School Curriculum Specialists
3. **Administration:** Following conversations with the classroom teacher and any other support personnel, parents may request a conference with the Administration. All efforts will be made to arrange a conference at the earliest convenience of all parties involved. **Please adhere to the established chain of command prior to requesting a conference with Administration.**

Conferences can be set up at the request of the school or the request of the parent. A conference with a teacher should be set up through the student's homeroom teacher for students in K-5 and through the classroom teachers for grades 6-8. School personnel will get in touch with the parent and arrange a mutually agreed upon time for the conference. If you need to cancel a scheduled appointment, please call the school office as soon as possible. All conferences should be scheduled either before or after school hours. **Parents are asked <u>not</u> to meet with a teacher during school hours unless a conference has been officially scheduled. Please note during the car line, teachers are required to perform their duties for the safety of the children and parents should not try to conference during that time.**

Group chats/messaging of parents are meant to be used for event planning and classroom communications. Any personal matters or educational concerns should be directed privately to the classroom teacher or Administration.

<u>NEWSLETTERS:</u>

Our school keeps parents informed via ParentSquare. Please make sure your child's homeroom teacher has your correct email and cellular number. We also post the information found in our newsletter on our school website to provide school updates, upcoming events, and other important information. Please be sure to read the Parent Updates and visit our school website on a regular basis. In addition, the school utilizes Class Dojo and FOCUS.

CURRICULUM

Imagine School at Broward follows the State approved and district used curriculum. The Florida State Standards are a state-led effort to establish clear world-class educational standards for English Language Arts and Mathematics.

Academic dishonesty is taken very seriously at Imagine School at Broward, with consequences ranging from failing the assignment or the course to being suspended by school Administration. Assignments found to be plagiarized to any degree will earn a grade of zero and the parent/guardian will be notified. A student who allows another to copy his/her work will receive the same penalty.

<u>FLORIDA STANDARDS:</u>

As Florida's schools incorporate the Florida Standards, classroom instruction will look increasingly different. Parents and students can expect to see more collaborative group assignments, subject overlap, and in-depth reading assignments in all curricular areas. Students should be focusing *on* the new expectations, some of which are listed below:

More Non-fiction: Students will be reading more informational and increasingly complex text as they move through the elementary and secondary grades. Teachers in all subject areas will increase focus on reading and comprehension.

More Evidence: Students will be expected to write more and write better, using facts, details, and examples to inform, describe, and explain. In reading, students will be required to make *evidence-based* claims about what they read. In writing, students will be asked to cite evidence to justify their statements rather than rely on opinions or personal feelings.

More Complexity: Students will be expected to read and comprehend increasingly complex texts.

More Speaking/More Listening: Students will be expected to demonstrate that they can speak and listen effectively. Students will be assessed for both speaking *and* listening skills. In the classroom, this means more small-group and whole-class discussions. Expect teachers to teach and evaluate students on how well they understand the speaker's points.

IMAGINE SCHOOLS' VISION:

Imagine Schools' vision is for every student to reach his or her full potential and discover the pathways for life-long success. As a national family of non-profit public charter school campuses, Imagine Schools' partners with parents and guardians in the education of their children by providing high quality schools that prepare students for lives of leadership, accomplishment, and exemplary character. Imagine Schools' Shared Values of Justice, Integrity and Fun form the foundation of our educational mission. Imagine educators aspire to live by these values daily and teach them to our students.

Justice gives to each person what he or she deserves and what is appropriate. Justice requires doing all in our power to ensure that every Imagine student has access to an outstanding education. Driven by the unique abilities and needs of each student, Imagine's educators design instruction to equip all students to become successful learners. We align goals for each student and adult in our schools with what they need and deserve.

Integrity means wholeness, or how things fit together. Integrity drives us to live and model consistent ethics inside and outside the school. Integrity requires responsibility and accountability. It means every aspect of what and how we teach is done with rigor and fidelity. We hold ourselves individually and collectively accountable for strong academic outcomes, with each individual fulfilling his or her responsibility so that all students can succeed.

Fun means cultivating a *Joy at Work* environment in every school we operate. In our schools, each person has the opportunity to use his or her unique talents and experience to make important decisions contributing to the success of the school. *Joy at Work* combines integrity and justice with accountability for our decisions in order to achieve outstanding results for students and families.

DISCIPLINE POLICY

Discipline is the process of changing a student's behavior from inappropriate to exemplary. We are never satisfied with merely stopping poor behavior; we desire to teach the student to make the right choices. We do not discipline a student out of anger or for the sake of convenience, but with a true desire to help redirect the student's behavior.

Imagine School at Broward adheres to the *Broward County Public Schools Code of Student Conduct* and utilizes the *Broward County Public Schools Discipline Matrix* to assign consequences for misbehavior. These documents are available on the school website and can also be accessed at browardschools.org. In addition, each classroom teacher establishes appropriate discipline procedures in his/her classroom based on these guidelines. The following list is not all-inclusive.

1) Students will be expected to show their Imagine pride by:
    a) Showing respect to teachers, staff members, and the student's peers by refraining from such actions that could cause harm to others. Bullying, whether cyber, verbal, or physical will be addressed according to Broward County Public Schools' Discipline Matrix.
    b) Taking pride in helping maintain the school and its surrounding grounds by not littering, defacing, or vandalizing school property.
    c) Showing respect for their personal property and the personal property of others. Students will NOT bring to school items which are prohibited by the Discipline Matrix and could cause a disruption to the school.
    d) Conducting themselves in an appropriate way that supports the Broward County Students Code of Conduct, as well as Imagine's expectations for student behavior.

CAFETERIA BEHAVIOR:

Each student is required to show good manners, courtesy, and consideration of other students and adults in the Cafeteria. Students are to enter and exit the Cafeteria in an orderly fashion. Students are to keep communication noise levels low (no shouting) and remain seated while eating. Containers are provided for the disposal of trash and each student is required to dispose of any trash on his/her table and the surrounding area before the lunch period is over (or immediately upon the request of the monitors). No student is allowed to leave the Cafeteria during the lunch period without permission. NO FOOD OR BEVERAGE IS TO BE TAKEN OUT OF THE CAFETERIA AT ANY TIME. Inappropriate Cafeteria behavior will be addressed with the student and a consequence will be administered, if warranted. This policy is consistent with the *Broward County Public Schools Discipline Matrix.*

HALLWAY and STAIRWELL BEHAVIOR:

Students should travel through the hallways and stairwells quietly to avoid interrupting ongoing classes and will follow staff directions for proper procedures. While in the hallways and stairwells, students will refrain from touching the walls and use the staircase handrails. Students should not be in the hallways during class times without permission and must have a pass from their teacher. Remember: *"Silence in the hallways today and every day."*

DISCIPLINARY CONSEQUENCES:

Disciplinary consequences will be issued in accordance with the Broward County Public Schools Discipline Matrix and Imagine Broward's Progressive Discipline Policy. The full Broward County Public Schools Code of Student Conduct and the Discipline Matrix can be viewed at: www.browardschools.com and Imagine Broward's Progressive Discipline Policy on the school website.

DETENTIONS:

Non-compliance with expectations set forth by Imagine Broward may result in the student receiving a detention. If a student receives a detention, a form will be sent home with the student for the parent to sign and return. Throughout the detention, the student will write a reflection statement and use Navigate360. Detentions will be after school from 3:45-4:30 on the upcoming Tuesday or Thursday for Middle School and from 3:30 to 4:00 for 4th and 5th grades. Detentions will be given based upon the Broward County Discipline Matrix. After 3rd detention, parents are required to meet with Administration to discuss a behavior plan.

SUSPENSION/EXPULSION:

Suspension is a disciplinary action that temporarily removes a student from a class, or all classes for a prescribed period of time, not to exceed ten (10) school days. The Principal or the Principal's designee shall make every effort to employ parental assistance with alternative consequences for misconduct prior to issuing an out of school suspension except in emergencies, disruptive conditions, or incidents involving serious misconduct. Accordingly, depending on the severity of the incident, the student may be subject to expulsion procedures as defined by the *Broward County Public School Discipline Matrix*.

UNIFORM POLICY:

In order to create a consistent and safe environment free of distractions, the school has developed a Dress Code and supporting Uniform Policy for all students-Preschool through 8th grade. It is the belief of the school administration and staff that students who come to school dressed properly will achieve higher academically and conduct themselves more appropriately while at school. This belief is supported by extensive research on the positive effect of school uniforms on student learning and

behavior and is also stated in our approved charter. Therefore, ISAB enforces a mandatory uniform policy for all students in Preschool through 8th grade. The school allows reasonable accommodations based on a student's religion, disability, or medical condition.

The elementary grades (K-5th) uniform consists of the following:

- ISAB collared shirts.
- Uniform quality khaki or navy bottoms, including pants, shorts, capris, skorts or polo dress.
- Closed-toe shoes and sneakers only (excluding knee high sneakers, Crocs, and boots).
- Navy or white leggings permitted under pants or skirts only.
- Only navy-blue jackets or sweaters are permitted. **No logos permitted** other than the Imagine Embroidered logo.
- Elementary grade students may wear long sleeve shirts under their ISAB uniform top. Long sleeve shirts must be the same color as approved uniform tops or plain white only. The undershirt cannot be patterned or sparkly.
- Current year's tropical blue "Spark, Ignite, Soar" shirts must be worn with uniform bottoms for field trips.
- All Elementary ID's will be collected the last week of school.

The middle grade uniform (6th-8th) consists of the following:

- Middle school students are required to wear student ID visibly at all times on campus. ID replacement cost is $10. Per state mandate, middle school students are required to wear IDs on campus at all times. If a student does not have an ID, parents will be called to drop off the ID or the parent must purchase a new ID from the school store. All ID's will be collected the last week of school.
- ISAB collared shirts in red, royal blue, gray, purple, black, and teal.
- Uniform quality khaki or navy bottoms, including pants, shorts, capris, or skorts. Pants must be worn at the waist, and skirts may be no shorter than mid-thigh length.
- Closed-toe shoes and sneakers only (excluding knee high sneakers, Crocs, and boots).
- Navy or white tights or leggings are permitted under uniform pants or skirts only.
- Only navy-blue jackets or sweaters are permitted. **No logos permitted** other than the Imagine Embroidered logo. School club sponsored sweatshirts are allowed (ex. NJHS, Drama, etc.)
- Middle School students must look neat and be in uniform at all times. Middle School students may wear long sleeve shirts under their ISAB uniform top. Long sleeve shirts must be the same color as approved uniform tops or plain white only. The undershirt cannot be patterned or sparkly.
- Current year's tropical blue "Spark, Ignite, Soar" spirit shirt must be worn with uniform bottoms for all field trips.

For sweatshirts with hoods, students must not wear hoodies on their head. No blankets will be allowed, even in cold weather.

Students' hairstyles must be appropriate and not cause a distraction. Hats are not allowed or part of the uniform. On cold weather days the uniform policy is still in effect. Cold weather uniforms are available from In Unison School Apparel including long pants, long sleeve shirts, jackets and sweatshirts. Colored leggings are not a part of the dress code**.** School spirit shirts are available for purchase at Meet and Greet and through the front office.

Blue jeans are not a part of the school uniform. However, on designated JIF Club Days, students enrolled in the program may wear jeans or navy athletic shorts/pants with their uniform shirt or spirit shirt. Jeans must be dark blue and not have rips or holes. Students who are not enrolled in the JIF Day Club are expected to be in uniform. Leggings are not permitted even on dress down days. All pants must have pockets and a zipper.

To ensure continuity of uniforms, **all** uniform tops **must** be purchased through the school's authorized provider:

In Unison School Apparel
2085 N. University Drive
Sunrise, Florida 33322
954-749-3340/954-718-7060(fax) or visit their website www.inunisonkids.com

Bottoms, such as shorts, skorts, or pants, may be purchased through In Unison or at other local retailers. However, retail store bought bottoms must look like those offered by In Unison and be of uniform quality.

Outerwear and Jackets
Only Imagine School outerwear or **solid, navy-colored** jackets**,** sweaters, and sweatshirts **without brand name, logos or designs** are permitted to be worn. Students may only wear heavy coats and other outerwear during cold days outside on the field. No blankets will be allowed into school at any time, even during cold weather.

Non-Compliance with Uniform Policy
Non-compliance with the Uniform Policy will result in the student being asked to contact home to have parents bring their uniform or students may borrow a uniform for the day. If a student has borrowed a "loaner" uniform shirt or pair of pants, the student must return the washed uniform to the office the next school day. Non-compliance with the Uniform Policy will result in the following actions:

- 1st violation of dress code – communication from the teacher/Front Office to parent and student to wear a "loaner" uniform if the parent is unable to bring uniform.
- 2nd violation of dress code – written communication sent home and teacher/Front Office/Administration to meet with parents to problem-solve. Students wear "loaner" uniforms if parents are unable to bring uniforms.
- 3rd violation of dress code – students will be given a consequence/detention and not allowed to participate in the next dress down day.

ELEVATOR

Use of the elevator is for teachers, staff, maintenance, visitors, and parents. Students may only use the elevator with an elevator pass authorized by Administration. **Elevator passes are issued with a doctor's note or by Administration.** Students with elevator passes may be accompanied by an elevator buddy. Any unauthorized use of the elevator by students will result in a disciplinary consequence.

EXCEPTIONAL STUDENT EDUCATION (ESE)

Imagine School at Broward provides a variety of ESE services at the school site. Eligibility for the ESE Program is based on district and state requirements. An ESE Coordinator is available onsite to facilitate implementation of the student's Individual Education Plan (IEP), Education Plan (EP), or 504 Plan.

EXTRACURRICULAR POLICY

Imagine Broward prioritizes the academics of our students, but encourages all students to be involved in school sponsored extracurricular activities. Extracurriculars are a privilege and because of such there are guidelines that need to be followed. To be a part of any extracurricular activities such as sports, clubs, theater, band, etc. here at Imagine Broward students MUST abide by the following guidelines:

- Students must maintain a GPA of 2.5 and can NOT have an F in any of courses
- Students must have no obligations and should have registration or extracurricular fee paid
- Students can NOT have more than 10 of any of the following within 90-day school days: early dismissals, tardies, and/or unexcused absences.
- Students can NOT receive more than two detentions or have any behavioral issues.
- Students must be in attendance at all rehearsals, practices, games, meetings, etc. If a student has a scheduling conflict, they should talk to coach, sponsor, or teacher ahead of time.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The revised Family Educational Rights and Privacy Act (FERPA) became a Federal law in November 1974. The intent of this law is to protect the accuracy and privacy of student educational records. Without your prior consent, only you and authorized individuals having legitimate educational interests will have access to your child's educational records. In special instances, you may waive this right of access in writing to allow other agencies working with your child to have access to those records. The school is unable to share behavioral disciplinary actions with families other than their own students.

FIELD TRIPS

Field trips are arranged periodically by faculty as an enhancement to the learning process. Prior written permission of the parent/guardian is required before the student may leave campus. Special permission is required for all trips that require transportation on a bus. No student will be allowed to go on a field trip without written consent for the trip (telephone consent will not be allowed). Students may not be transported in personal vehicles. Students may not be dropped off or picked up at a field trip.

Parents may be asked to assist the teacher as chaperones. Parents serving in this capacity may not have other children (siblings) accompany them. Florida Statue Chapter 435 requires parent chaperones to be Level 2 background screen cleared and Level 2 clearance must be received by business manager at least two weeks before the trip for the school's approved list. Approved parent chaperones for overnight field trips must be cleared through our Centegix system as well as being fingerprinted through the approved school vendor.

Participation in field trips is a **privilege**. Students serve as representatives of the school; therefore, they may be excluded from participation in any trip for reasons related to misbehavior or misconduct. Students must follow all instructions given by staff or any other adult in charge while on the trip, including while on the bus and while at the field trip site. A student who fails to follow instructions will be issued an appropriate consequence upon return to school. If a student is suspended or receives detentions at any point during the year, they may be excluded from participating in any field trips, dances, or special events. Money will not be refunded. Students are to wear their new green spirit shirt and uniform bottoms on field trips for security reasons (unless authorized otherwise by Administration).

Early dismissal from a field trip site is not permitted. Students with any outstanding financial obligations to the school, i.e. lunch account or aftercare will not be permitted to attend non-educational field trips and other extracurricular activities.

HEALTH

The importance of regular attendance cannot be over-emphasized, but students should not be sent to school when they are ill. Students will be sent home if they have a temperature of 99°F or higher. Also, as there are very limited clinic facilities in the school, it is difficult to keep sick students for long periods of time. Therefore, the school will require parents to pick up students who exhibit any symptoms that might be contagious, such as vomiting, pink eye, lice, etc. School personnel should be notified of any student's chronic illness (i.e. asthma, diabetes, heart conditions, or seizures). This heightens awareness in case of an emergency. Children should be free of fever, vomiting, and any contagious illnesses for at least 24 hours before returning to school after an illness. The school will follow the guidance from the Florida Department of Health and the CDC for COVID quarantining and procedures. The school will follow the Broward County School District's guidance for mask mandates of students and staff.

PLEASE KEEP YOUR CHILD'S EMERGENCY CONTACT CARD UPDATED. If any changes (phone number, email, address, etc.) occur during the school year, it is vital the emergency contact card is updated. Emergency contact cards are filled out annually. Any changes to your child's Emergency Contact Card must be made in writing in the Front Office. SEE SECTION ON MEDICATION.

ACCIDENTS:

Minor accidents are reported to the office immediately and a note will be given to the child to bring home at the end of the school day. In some cases, the parent may be contacted by telephone. The procedures for dealing with anyone who had a major accident/injury are as follows:

In most cases, the Clinic volunteer and Administrative staff will determine if emergency services are necessary. Teachers in charge of the student at the time of the accident have the discretion to request immediate emergency services.

Possible 911 contact for Emergency Services.

Immediate parent contact attempted.

Arrangements will be made to have the student transported to the Emergency Room of the nearest hospital.

Teachers will be made available to speak with emergency personnel if necessary.

A member of the school staff will accompany the student to the hospital and remain with the student until parents arrive.

A written report will be filled out by the supervising teacher by the end of the school day.

EMERGENCIES:

Imagine School at Broward does not have a school nurse. The Clinic is run by volunteers and Front Office staff. In most cases, parents will be contacted to determine a course of action in the event of child illness or non-emergency injuries. Emergency services will be contacted in more serious cases.

HEALTH SCREENINGS/SUSPECTED HEALTH CONCERNS:

Routine screenings such as vision, scoliosis, hearing, and BMI are conducted annually for certain grade levels in accordance with state laws. Please follow up with your child's health care provider if you receive a letter indicating your child did not pass a screening and return the requested documentation to the school office staff. If you do not wish for your child to participate in any of these screenings, you will need to provide the school with written notification by completing the *School Board of Broward County Health Screening Opt-Out* form.

Students may be checked periodically for head lice. A student will be sent home if school personnel detect lice and/or nits (lice eggs) in his/her hair. Upon return, the student and parent must report to the office and the student will be checked to determine if any nits are still present before being re-admitted. For further information, please refer to the Broward County Public Schools Coordinated Student Health Services Department.

IMMUNIZATIONS:

For information about immunizations, please refer to the Florida Health website under the immunizations section located at: http://www.floridahealth.gov/programs-and services/immunization/children-and-adolescents/school-immunization-requirements/

MEDICATION:

Teachers and students may not hold or dispense any medication for student use unless there are special circumstances of a field trip and proper guidelines have been followed. All medications must be handled through the Front Office. Students are not permitted to keep any medication, prescription or over the counter medications with them. If a child with severe asthma needs an inhaler with him/her at all times, this can be arranged with the Front Office Administration. Proper documentation from a physician is required.

Students requiring medication during school hours are to leave all medications or prescriptions in a locked closet/container in the Front Office. Parents of students receiving medication regularly for allergies, etc., are required to inform the school in writing. Such information is recorded on the Health Information Sheet in the clinic and the homeroom teacher is notified. Information with regard to allergies, medications, etc. must be kept up-to-date. Pursuant to the Federal Lunch Program guidelines, a doctor's note will be required if a student cannot drink milk and needs juice at lunch.

Parents are encouraged to give medicine before or after school, if at all possible. Parents must personally deliver and pick up any medication that is dispensed through the Front Office. A parent may report to the office for a child to be excused from class so that he or she can administer medication.

Any medication that is given during the school day must be in accordance with the following:

A M*edical Release Form* signed by the parent and the child's physician must be on file before medication can be administered. Over-the-counter medication(s) such as acetaminophen, ibuprofen,

cough medicines, may not be brought to school without a completed and signed (by physician and parent) Medication Permission Form. All forms must be renewed each school year. The form may be found in the Broward County Code of Student Conduct on the school website. Under no circumstances will any drugs be dispensed without a current form on file. **All medication must be in the original container with a current date, the doctor's name, and directions for administration.** All medication must be removed from the front office before the last day of school. All medication will be discarded on the first weekday following the last day of school.

Teachers will guard students against the unauthorized use of all medications. The teacher will assist in ensuring all prescribed medications are taken by sending the student to the Front Office at the time designated on the official medication form.

HOMEWORK POLICY

Homework at Imagine School at Broward is viewed as an important instructional tool and should be part of the educational experience that supports students' efforts toward reaching proficiency related to the content standards. Assignments will vary in accordance to the needs of the class and will relate to classroom instruction. The guidelines below indicate how students, parents, teachers, and administrators all have a responsibility for the success of homework.

Homework Policy Guidelines for Students:

- Always do your best work
- Record your homework in your take-home folder and/or agenda
- Understand assignments clearly before leaving class (ask teacher for help if there is something you do not understand)
- Bring home the proper materials to complete the assignments
- Hand in completed assignments on time
- Complete any work missed due to an excused absence from class
- Understand how homework will be graded
- Talk to your parents and teacher if you are having difficulty with homework

Homework Policy Guidelines for Parents:

- Be familiar with your child's grades or class's homework routines and policies
- Check your child's assignment in their take-home folder, agenda, FOCUS, and/or Google Classroom.
- Provide a time and place to do homework assignments with limited interruptions
- Ask your child guiding questions to help your child summarize what has been learned (your child should be able to show and explain their work to you)
- Contact the teacher with questions or concerns especially if your child exceeds the allotted time frame
- Check your child's FOCUS gradebook account often.

Time Frame of Homework Assignments:

While it is understood that the time it takes to complete homework assignments may vary for each child, the times below are the general guidelines for each grade level. If your child is having difficulty on a consistent basis completing assignments within the time frames established, please contact your child's teacher for assistance. If a student is experiencing difficulty completing their homework on a specific day, parents/guardians have the option of signing off at the upper time limit for completing homework, if the student has worked studiously and has produced their best work.

*See following page for Homework Time Frame.

Homework Time Frame
Kindergarten Up to 5 minutes of reading* per night, Monday through Thursday
Grade 1 10 minutes of homework four nights per week, Monday through Thursday
Grade 2 20 minutes of homework four nights per week, Monday through Thursday
Grade 3 30 minutes of homework four nights per week, Monday through Thursday
Grade 4 40 Minutes of homework four nights per week, Monday through Thursday
Grade 5 50 minutes of homework four nights per week, Monday through Thursday
Grade 6 60 minutes of homework four nights per week, Monday through Thursday
Grade 7 70 minutes of homework four nights per week, Monday through Thursday
Grade 8 80 minutes of homework four nights per week, Monday through Thursday
Students should be encouraged to read for pleasure every night and including vacations. * Reading also includes having adults read to children. **6th and 7th Grade students in GEM will be held to the 8th Grade policy in Math.

INSTRUCTIONAL BOOKS, EQUIPMENT, MATERIALS, AND SUPPLIES

All textbooks and library books needed by students for school are furnished by the school. Students need to realize books and materials are costly and must be cared for properly. A fee will be assessed for damaged or lost books and/or materials. Students must learn to be responsible for the care of personal and school materials.

Supply lists will be provided for all students. These lists can be found on our school website or obtained through the Front Office. Students are expected to provide all of the basic supplies. Please help your child come prepared for school by helping pack his/her supplies in the evening to avoid the last-minute morning rush. Ultimately, it is the student's responsibility to check and be sure that everything needed for the next day has been packed.

LIBRARY BOOKS

When a student checks out a book from the library, he/she is responsible for that book until it is properly returned. Library books must be returned within two weeks from the date of check out. If a student needs a book for an additional week, he/she may ask the teacher to renew it for them. Renewals will be granted at the teacher's discretion.

Students with overdue books may not check out additional books until all overdue books are returned and all fees have been paid.

Any student who loses a book or returns a book that is damaged beyond repair is responsible to pay a replacement fee as determined by the teacher. Damage beyond repair includes, but is not limited to: removal of barcode, laminate covering, or labels; water or food damage; writing on or marking up of books. Books will be considered lost when the late fee exceeds one half of the replacement cost.

LOST AND FOUND

Throughout the school year, items that have been lost are placed in Lost and Found. Many of these issues would be solved if clothing and personal belongings were labeled with the student's name. Any time a student loses an item, he/she may go to the designated lost and found area to claim it. Many lost items are unclaimed each year. These items are donated quarterly to various charitable institutions. Therefore, **please label your child's personal belongings**, making them easier to return to the student.

MEDIA RELEASE

Imagine School at Broward or any school approved agent may take photographs/video of students for the purpose of promoting the school or demonstrating the school's accomplishments and activities. Photos may be published on brochures, school website, flyers, advertisements, etc. Consent forms were signed by parents as part of the registration process.

MOMENT OF SILENCE

Governor DeSantis signed HB 529, the "**Moment of Silence** in Public Schools" **bill**, into **law**. Under the **law**, school principals will be required to direct first-period teachers to allow from one to two minutes for a **Moment of Silence** at the beginning of the school day.

NATIONAL JUNIOR HONOR SOCIETY (NJHS)

The National Junior Honor Society (NJHS) is the nation's premier organization established to recognize outstanding Middle School students. More than just an honor roll, NJHS serves to honor those students who have demonstrated excellence in the areas of Scholarship, Leadership, Service, and Character. Information regarding qualifications for membership, membership process, and service of these organizations will be provided to parents in middle school.

PARENT INVOLVEMENT

Visitors, **including parents,** are **NOT** permitted to go to their child's classroom or lunchroom unannounced during school hours as this disrupts the normal routine and instruction. **For the safety and protection of all students, visitors (including parents) must sign in and out at the Front Office, state who they are visiting, the purpose of the visit, and obtain a Visitor's Badge before proceeding to a classroom.** Per the *Jessica Lunsford Act*, all visitors must have photo identification and will be scanned using the link to the Florida Department of Law Enforcement (FDLE) database. Your cooperation will enable the school to provide a safe and orderly learning environment for all students. If you wish to meet with a teacher, please make arrangements for a conference.

SERVICE HOURS:

In order to volunteer in the school, you must first complete the Volunteer Application which can be found on our school website. This form includes security and background information that each person must provide in order to be eligible to volunteer. You must submit it online for clearance ***prior*** to being eligible to work with students. This includes helping in the classroom for holiday parties and field trips. Once you are cleared, you may begin to volunteer in the school and be around the children. If you plan to volunteer from home only (ex. Prepping classroom crafts or any other at home work) you do not need to complete the application. You must, however, login all hours worked via computer.

Parents are required to provide 30 hours of service to the school throughout the year for one student (10 hours for each additional student).

- All service hours must be completed by the last day of May.
- Volunteers are required to sign in and out with the Front Office and will receive a Visitor's Badge, which must be worn at all times while at the school or with students. If a parent fails to sign out after volunteering, the hours will not count toward the service hour requirement. The office will determine where and when a volunteer is needed within the school. Volunteers may not bring unenrolled children in the school (this includes room parties, volunteering, conferences, etc.).
- Volunteers will be assigned only to staff members requesting assistance.
- Punctuality and reliability are expected since teachers plan for volunteer assistance.
- Appropriate volunteer behavior is required of all persons volunteering during the school day. Volunteers who engage in behaviors which are considered disruptive to the classroom environment will not be allowed to continue volunteering in the classroom.
- Volunteers should set a good example for students by their manner, appearance, and behavior.
- Volunteers will not be allowed in the classrooms during test administrations.
- Service hours may be performed by parents, legal guardians, and immediate family members. Exceptions to this limitation will be allowed only with prior approval and at the discretion and review of the administrative staff.
- To volunteer in the Clinic and other locations/events throughout the school year, parents are required to sign up through the school's or PTO's signup genius or ParentSquare and fill out the Volunteer Form.

PARENT TEACHER ORGANIZATION (PTO)

ISAB has a very active Parent Teacher Organization (PTO). This organization actively supports the school's instructional programs and enhances community school relationships. The PTO sponsors a wide variety of family-oriented activities and events throughout the school year. All parents are encouraged to join as well as attend general meetings. Prior notice of PTO General Meetings is given via email or flyers/newsletters sent home with students. **Please remember PTO meetings are not the forum to voice complaints about staff or school issues. The PTO board will not permit these questions or comments. If you have a concern, please follow the procedures for a grievance located in this handbook.**

The PTO sponsors fundraisers throughout the school year. Monies generated by fundraising events will be used to purchase materials, extended learning opportunities, and equipment for the students and/or school. PTO board meetings will be held regularly and are open to anyone who wishes to attend. All members are eligible to vote on issues brought before them for consideration during the general PTO meetings. The PTO may be contacted at imaginebrowardpto@gmail.com.

Who are the members of the PTO? Participating parents and teachers/staff of ISAB are members of the PTO.

What is the purpose of the PTO? The PTO works to support the school, enhance learning experience for all children, and strengthen the community bond. The PTO will sponsor many fun events throughout the year. These are social functions that bring the community together. Some fundraising is done to offset the cost of running these events for students and families.

Why should I join the PTO? ISAB is an involved and close-knit community. The PTO will strive to continue to enhance and enrich the children's educational experience and make a difference in our families' lives.

Why does the PTO conduct fundraisers and how is the money spent? The PTO needs to raise funds to support the school. Events such as Box Tops for Education, Fall Festival, Family Night, Educational Speakers and Programs are examples of fundraising opportunities. They also bring in funds to award grants to teachers and departments for enhancements they otherwise may not have in their classroom, as well as the school to help supplement their needs and make improvements.

What can I do for the PTO? The programs and events are organized, funded, and run by the PTO members. We invite you to participate through membership dues and volunteering. A great variety of volunteer opportunities are available. They have everything from leadership roles to simple set up/clean-up of events. Your hours are also counted toward the school volunteer hours. The more volunteers the easier the task.

PLEDGE OF ALLEGIANCE:

Students are not required to participate in reciting the Pledge of Allegiance. Students may only be excused from standing, placing their right hand over their heart, and reciting the Pledge of Allegiance upon written request by their parents.

REGISTERING STUDENTS/WITHDRAWALS

APPLICATION/WAITLIST PROCESS:

Imagine School at Broward follows a strict protocol for applicants. The application/waitlist process and supporting paperwork can be found on the school website, www.imagineschoolatbroward.org. For further information regarding Charter School requirements for controlled open enrollment, please see Addendum A: Summary of 2016 Legislation Affecting Charter Schools. For further information regarding the Application/Waitlist Process, please see Addendum B: Imagine School at Broward Lottery/Waitlist Procedures, Waitlist Application, and Lottery Application.

NEW STUDENTS:
Students new to the school are those who enter the school after the start of the school year. As available, students' previous school records will be used to determine grade level proficiency and placement in accordance with the Broward County Public Schools Pupil Progression Plan. Appropriate placement of transfer students shall be based on one or more of the following criteria: Previous placement at a school accredited by a state or regional accrediting agency, validating examinations i.e. FAST, EOC, and District Interim assessments, and/or final report card from previous school and progress monitoring data.

Diagnostic assessments to determine grade-level placement may be administered to any child new to our school, especially when records are not available.

WITHDRAWAL PROCEDURES:
Parents/Guardians must complete a Withdrawal Form with the registrar when a child leaves the school during the school year. Be sure that the child has returned all school property before he/she fully withdraws. All obligations and debts must be paid prior to records being released. Unpaid obligations will be placed on the student's records and carried forward until satisfied.

If a student is absent from school for 10 consecutive days or more without prior notification to the school, the student may be withdrawn from the school.

SCHOOL'S PAYMENT POLICY

All payments should be made by credit card through our School Store (listed on the school website) unless otherwise stated by Administration. Any returned checks, will incur a $35.00 non-refundable processing fee. Also, at which time, re-submittal of payment must be made.

Student records and grades may not be released until property and textbooks have been returned and/or applicable fees paid. All accounts from the Media Center, Cafeteria, textbooks, fundraisers, technology etc. must be brought up-to-date prior to any records being released.

REPORTING STUDENT PROGRESS/PROMOTION

Imagine School at Broward follows the district Student Progression Plan. This policy and the related policies referenced therein constitute the student progression plan for the district. The purpose of the Student Progression Plan is to establish the standards for quality instruction, delineate the criteria for promotion, and provide equal educational opportunities to all students, ensuring no child is left behind. Our curriculum is correlated to the Florida Standards, as required by Florida law.

ASSESSMENTS:
All students in grades K-8 will participate in State required testing on a regular basis to assess academic levels with regard to meeting grade level standards. Parents will be notified in advance of the dates and times for test administration. These assessments are achievement tests that identify student learning gains or readiness for promotion. Imagine School at Broward can provide additional information regarding specific tests.

HONOR ROLL CRITERIA:
Imagine School at Broward Principal's Honor Roll: Students in grades 3-8 must earn an "A" average (90% – 100%) in **all** subject areas, including special area classes and physical education to meet Principal's Honor Roll requirements.

Imagine School at Broward A/B Honor Roll: Students in grades 3-8 must earn at least a "B" or above in **all** subject areas and have at least one "A", including special area classes and physical education, to meet A/B honor roll requirements.

Imagine School at Broward Bringing Up Grades Award: Students in grades 6-8 who qualify for "Bringing Up Grades" are students who have brought up a grade in a core subject, but have not dropped any other grade.

Students who qualify for any of the above-mentioned awards in grades 3-8 will be recognized with an award certificate at the Honor Roll Assemblies. The distinction of Honor Roll student carries with it the requirement of no disciplinary referrals and no "U's" or "3's" on that quarter's report card.

PROGRESS MONITORING PLAN (PMP):
A Progress Monitoring Plan (PMP) will be developed for any student in grades K-8 who is not meeting State and District Levels of Proficiency. The PMP will focus learning resources on a student's targeted learning deficiencies. Parents are a vital aspect in the development and implementation of the PMP. During specific instances, parents will be invited to a conference to discuss the plan and provide input.

Students in 6th-8th grade who score Level 1 or Level 2 on the Spring ELA FAST test will be placed in Intensive Reading and Math class for PM 1. Then, based on the PM2 score, a determination will be made on whether the student will remain in Intensive Reading or be exited from the class.

PROGRESS REPORT DISTRIBUTION:
Progress Reports are issued midway through each nine-week grading period as indicated on the school calendar. This report informs parents/guardians of their child's academic progress before final grades for the quarter are issued. We encourage you to discuss any concerns indicated on the Progress Report with your child and his/her teacher(s).

Please use FOCUS gradebook to monitor your child's grades and progress in real time. Below are the instructions on how to log into the FOCUS Parent Portal. The FOCUS Parent Portal account gives parents/guardians convenient, secure, anytime, anywhere access to your student's school information.

Create an Account

Log into this site or use the QR code: https://browardschools.focusschoolsoftware.com/focus/auth/
Click ***Create Parent Portal Account***.

Enter all the required fields with your own information and click **Submit.** (Each parent/guardian will need to set up their own individual account)

Select ***I would like to ADD A CHILD who is already enrolled***.

Enter the **Student's ID number (begins with '06')** and **Student's birthdate**, then select **Add Student**.

To add another student, select **I would like to ADD A CHILD** who is already enrolled and repeat the steps above as necessary. If you are done adding students to the portal, select **I am FINISHED adding students. Please take me to the Portal.**

Download the Mobile App

FOCUS' **BCPS Connect App** provides teachers, students, and parents a streamlined way to access student information.

Note: Before downloading the app, you must follow the steps to Create an Account found on page 1.

Then go to Google Play or Apple Store and search for **BCPS Connect App.**

PROMOTION CRITERIA:

Elementary: In addition to specific elementary promotion criteria for reading and mathematics outlined in Broward County Public School's student progression plan, promotion decisions must take into account student's proficiency in writing. The evaluation of each student's progress must be based upon district and state assessments or Good Cause Promotion.

Middle School: To be promoted, students in grades six and seven must pass a minimum of four subjects, two of which must be in English, Mathematics, Science, or Social Studies. Students who fail any of the 4 core classes will be given the opportunity to meet the requirements of the course(s) in place of an elective(s) the following year.

Promotion to 9th grade will require passing:

3 middle school or higher, year-long courses in English

3 middle school or higher, year-long courses in Mathematics

3 middle school or higher, year-long courses in Science

3 middle school or higher, year-long courses in Social Studies

Required course in career education

REPORT CARD DISTRIBUTION:

Report cards are issued on a quarterly basis as indicated on the school calendar. Students attending Imagine School at Broward must be in attendance at least 25 days before a report card can be issued by the school in a given quarter. Final grades for students entering the school late in the year are based on an average of the prior school's grades and Imagine Broward grades.

RESPONSE TO INTERVENTION (RtI and MTSS):

Response to Intervention is a multi-tier approach to the early identification and support of students with learning and behavior needs. The RtI process begins with high-quality instruction and universal screening of all children in the general education classroom. Struggling learners are provided with interventions at increasing levels of intensity to accelerate their rate of learning. These services may be provided by a variety of personnel, including general education teachers, special educators, interventionists, and specialists. Progress is closely monitored to assess both the learning rate and level of performance of individual students. Educational decisions about the intensity and duration of interventions are based on individual student response to instruction.

SCHOOL CLOSINGS

In the event of a campus emergency, weather emergency, or other unusual event that would necessitate the closing of school, the process and updates will be made available on the Imagine School at Broward website, ParentSquare, Class Dojo and by Parent Updates as long as electrical power is available. In order for the email system to be effective, it requires that we have an accurate database with current parent contact information. Please notify the front office anytime you change phone or email contact information. Please follow *Broward County Public School District's Closings* alerts carefully.

SEVERE WEATHER INFORMATION:

Imagine School at Broward will follow the same instructions as Broward County Public Schools in case of severe weather emergencies. Parents should watch the local news for information regarding school closings. The campus is equipped with early warning devices. In the case of extreme weather conditions, students will not be dismissed until the weather clears.

SCHOOL PHONES

TELEPHONES:

The school has a business telephone to help facilitate the business of the school and the lines must be kept open. Students may not use the telephone without permission and are reserved for emergency use only. It is difficult to deliver a personal message to an individual student without interrupting the instructional program. Only emergency messages will be delivered to the student in the classroom.

General use of the office telephones by students is discouraged. A teacher may send a student to the office with a note authorizing use of a phone when necessary. Students may not use phones in the classroom, specials rooms, music department, or physical education office during the school day. Teachers will encourage students to come to school prepared and to make social and transportation plans ahead of time. Please refer to the section in this document regarding usage of "cellular phones."

PARENT NOTIFICATIONS:

At times, Imagine School at Broward uses parent notifications as a tool to promote home-school communications. This process delivers text and email messages concerning school or district emergency situations. Please be sure to keep your telephone and email contact information current to ensure delivery of all Parent Notification messages. Please enroll in the ParentSquare for update to date information from Administration and enroll in parent updates.

SNACK POLICY

Imagine School at Broward promotes positive student health by encouraging healthy snack choices. Grade levels or classes may establish a snack time routine for their students. Participation is voluntary. If participating, parents are expected to provide their own child(ren)'s snack(s). Students may NOT consume soda, carbonated or caffeinated beverages while on campus. *Please note: All water bottles or containers (i.e. Stanley containers) must be sealed so it is not "spillable" (example- no straw).

SOAR Like a Phoenix at Imagine Broward Core Values

SOAR is an acronym used at Imagine School at Broward to assist our students, faculty and staff in making good choices that will help them SOAR like a Phoenix. Please go to the school website for a chart of how these values are reflected in all areas of our school.

S-Self Control (intellectual Value)
O-Optimism (Moral Value)
A-Accountability (Performance Value)
R-Respect (Civic Value)

Spanish I/Spanish II Placement (7th & 8th Grade Students Only)

Course standards are aligned to Florida Standards Placement and are based off of FAST scores. High School credit may be available.

TEACHERS

All full-time instructional staff members employed by Imagine School at Broward are fully certified by the State of Florida or in the process of full certification. Due to the many factors that go into determining class placement, Imagine School at Broward does not accept teacher requests. Additionally, no class change requests will be accepted before a student is in the class for two weeks.

ADMINISTRATOR/TEACHER EVALUATION PROCESS:

All instructional staff members are reviewed annually. The review process allows the school to develop and maintain a professional development system to demonstrate Professional Education Competence (PEC) as a requirement of the certification process. For further information, please see Addendum A: Summary of 2016 Legislation Affecting Charter Schools.

OUT OF FIELD:

School districts must report out-of-field teachers. Parents of students assigned to an out-of-field teacher may request the student be transferred to an in-field teacher. The school district must approve or deny the request. For further information regarding this process please see Addendum A: Summary of 2016 Legislation Affecting Charter Schools.

TECHNOLOGY USAGE POLICY

Imagine School at Broward is responsible for securing its network and computing systems in a reasonable and economically feasible fashion against unauthorized access and/or abuse, while making them accessible for authorized and legitimate users. As part of this network system, users are responsible for respecting and adhering to local, state, federal, and international laws. Any attempt to break those laws through the use of the network may result in litigation against the offender by the proper authorities. Students accessing the network and computer systems are solely responsible for all actions taken while online and will adhere to the *Internet Policy and Guidelines* and submit a signed *Technology Usage Acknowledgement* before they are allowed to access the Internet.

*Please see following page for Technology Usage Policy Acknowledgment Form.

TECHNOLOGY USAGE ACKNOWLEDGEMENT (K-8)

Computers, networks, and online communications and information systems such as the Internet and email are becoming more commonplace in our classrooms and Media Centers every year. Digital curriculum and resources for students provided by the School Board of Broward County are becoming commonplace and accessible via the Internet. While these systems deliver a huge number of resources to our classrooms, their ability to serve students and teachers depends on the responsible and ethical use of every device and system.

Use of the school's technology and/or software for any unauthorized purpose is prohibited. This includes the unauthorized use of a computer/technology, including, but not limited to, accessing or breaking into restricted accounts or networks, creating, modifying or destroying files/records without permission, copying software, entering, distributing, or printing unauthorized files/records, uploading to the Internet and/or sharing or distributing, offensive or inappropriate material, including video, and any other misuse or violation of this policy.

School Board Policy defines the appropriate use of technology throughout the district. This policy describes how computers and networks must be used to support research and instructional activities in our classrooms, labs, and Media Centers. It also includes the use of the digital resources provided by the School Board. First, it promotes the use of technology as a powerful educational tool that is increasingly becoming a common part of every student's day. Second, it provides those students who used these computers, and the networks to which they are connected, to act in accordance with prescribed rules and behavioral codes detailed in the policy. Several major provisions are noted below. The full text of Policy 5306 is available on the School Board website. You may view the complete technology policy and all School Board policies at http://www.browardschools.com.

RULES:

Use of computers, networks, the Internet and online communication and information systems must be related to students' educational activities.

Students must recognize that computers, networks, and equipment used to support online learning are shared devices and agree to use them in ways which will maintain their continued operability for all users.

No illegal activity may be conducted using Imagine School at Broward's computers, networks, or online communication and information systems.

Students must not access or distribute offensive, obscene, inflammatory, or pornographic materials, or participate in "sexting".

Students shall not intentionally spread, or attempt to spread computer viruses, vandalize data, infiltrate systems, or degrade/disrupt computer and/or network performance.

All users of computers, networks, and online communications and information systems shall adhere to laws regarding copyright.

ISDLP Take-home Chromebook Agreement and ISDLP In-school Chromebook Agreement (6-8)

The following information refers to the use of an individual student computing Chromebook. Students are also required to follow all of the guidelines outlined in the Imagine Schools Technology Acceptable Use Policy".

Care and Maintenance of the Chromebook:

1. Do not attempt to gain access to the internal electronics to repair your Chromebook. If your device fails to work or is damaged, report the problem to the school's main office as soon as possible. Chromebook repair/replacement options will be determined by Administration. You may be issued a temporary Chromebook or other materials until your device is working properly or replaced.
2. Never leave your Chromebook unattended. When not in your personal possession, the Chromebook should be in a secure, locked environment. Unattended Chromebooks will be collected and stored in the school's main office.
3. Never expose a Chromebook to long term extremes in temperature or direct sunlight. An automobile is not a good place to store a Chromebook.
4. Chromebooks do not respond well to liquids. Avoid applying liquids to the Chromebook. The Chromebook can be cleaned with a soft, dry, lint-free cloth. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the Chromebook.
5. Avoid using any sharp object(s) on the Chromebook.
6. Avoid placing weight on the Chromebook.
7. Never throw or slide the Chromebook.
8. Your Chromebook comes with ports for charging and other accessories. Care must be exercised when plugging and unplugging accessories.
9. Each Chromebook has a unique identification number and inventory tag and at no time should the numbers or labels be modified or removed.
10. Do not lend your Chromebook to another person. Each Chromebook is assigned to an individual and the responsibility for the care of the Chromebook rests solely with that individual.
11. The Chromebook is an electronic Chromebook and care must be exercised when handling it. Never throw a book bag that contains a Chromebook. Never place the Chromebook in a book bag that contains food, liquids, heavy, or sharp objects.
12. The Chromebook is designed for daily use; therefore, each Chromebook must be charged and ready for use each school day. Chromebooks can and should be charged at home or at the designated charging stations.

13. The Chromebook must remain free of stickers, writing, painting, or any other forms of adornment.
14. In the event that the Chromebook is stolen, the student should immediately notify the school administrator. The filing of a police report by the parent may be advised at that time. 15. Students who un-enroll from Imagine Charter Schools during the school year must return the Chromebook, along with any issued accessories, at the time they leave the school. The Chromebook and all accessories should be returned to the school's main office. Failure to return a Chromebook in a timely fashion may result in legal action.

Cost of Chromebook and accessories:

1. The replacement cost of the Chromebook is approximately $250 and includes the Chromebook and charger.
2. When a Chromebook needs repaired, the student/parent will be responsible for any associated cost. If the damage is caused by student negligence or willful destruction, the student/parent may be charged the full replacement cost of the Chromebook.
3. If repair cost is greater than 50% the replacement costs, the school might consider a replacement instead and will be responsible for the cost difference.
4. It is the student/parent's responsibility to cover the cost of school issued accessories in the event of theft, loss or damage due to abuse or misuse.
5. Cost for accessory replacement or repairs vary by manufacturer and models, below is an indicative list of associated costs:
    - Power charger and Cable $35 ea.
    - Cracked or Damaged Screen $75 ea.
    - Keyboard or Keypad $55 ea.
    - Service charge $99 hourly (applicable to all replacement parts)

Distribution of Chromebooks:

1. Each middle school student will receive a Chromebook managed by Imagine Schools. It is assumed that the Chromebook the student receives is in full working condition unless staff is notified within ten business days of receipt. Cosmetic damage, if any, were documented before distribution.
2. A parent/guardian may choose not to have their child participate in the Chromebook take home program by selecting the appropriate box in the first page of this agreement. In this event, students will be issued a Chromebook, but will not be able to take the Chromebook home. Students who do not participate in the Chromebook take-home program will pick up and return their Chromebook to an area designated by the Teacher on a daily basis. Imagine Schools cannot guarantee equal access to materials and/or quality of materials to students opting out of the Chromebook take-home program.
3. Chromebooks will be distributed after a student has enrolled at Imagine Schools and collected at the end of the school year. Chromebooks not turned in by the last day of school will be treated as lost or stolen Chromebooks, which may include additional fees and possible legal action.

Student Use of the Chromebook:

1. The Chromebook is the property of Imagine Charter Schools and, as a result, may be seized and reviewed at any time. The student should have NO expectation of privacy of materials found on a Chromebook or a school supplied or supported email service.
2. The Chromebook comes equipped with a camera and video capabilities. As with all recording devices, it is best practice and common courtesy to ask permission before recording an individual or group. Students must obtain school permission to publish a photograph or video of any school related activity.
3. Students are responsible for bringing their Chromebook to school fully charged every day (take home) unless otherwise directed by a staff member or to ensure that it is connected to a charge station (in-school). Failure to bring a Chromebook or any other class material(s) does not release the student from their responsibility for class work. If a student repeatedly fails to bring materials to class, including a Chromebook, the student will be subject to disciplinary action.
4. Personalized screensavers or backgrounds are not permitted, no inappropriate or provocative images including but not limited to pornographic images, guns, weapons, inappropriate language, threatening language, drug, alcohol, or gang related images are not permitted and such actions are subject to disciplinary action.
5. Games, music, videos, and sound use, while at school, will be at the discretion of the classroom teacher and building administrator.
6. Students will be provided with a School G-Suite account that will allow them to utilize Google Classrooms, Google Apps, and Google Docs, among others, as part of their learning experience.

PARENT STUDENT HANDBOOK ACKNOWLEDGEMENT

The Parent/Student Handbook describes important information about Imagine School at Broward and I understand that it is my responsibility to read, understand, and abide by the rules and expectations. I should consult with a school representative regarding any questions not answered in the handbook. Since the information and policies described here are necessarily subject to change, I acknowledge that revisions to the handbook may occur. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies.

I have received access to the handbook and understand it is my responsibility to read and comply with the policies contained herein and any revisions that may follow.

Parent's Name (Printed): _____

Parent's Signature: _____

Date: _____

Student's Name (Printed): _____

Student's Signature: _____

Date:_____

I/we understand and agree that Imagine School at Broward is a school of choice and if the terms and conditions described below in the parent/guardian school contract are not fulfilled the registered student may be dismissed from Imagine School at Broward and/or lose the privilege of registering my child for any future school year. Failure to sign is not an exemption from the policy.

I/we understand and agree to be bound by the terms and conditions of this Contract.

_____	_____
Parent/Guardian Signature	**Parent/Guardian Signature**
_____ _____	_____ _____
Printed Name Date	**Printed Name Date**
_____	_____
Registered Student Signature	**Registered Student Signature**

PARENT/GUARDIAN SCHOOL CONTRACT 2026-2027

This **Contract** between the **Parent(s) and/or Guardian(s)** of below-named Imagine School at Broward student and **Imagine Broward** stipulates the commitments required of all ISAB families. This agreement outlines the shared commitment between ISAB and our families to support a safe, respectful, and productive learning environment. Student success depends on a strong partnership between parents, guardians, students, and staff. By working together and modeling positive behavior, we help students develop responsibility, character, and citizenship. All Imagine Broward families are expected to follow the requirements outlined in this contract. Failure to sign this contract does not exempt a family from these expectations.

1. Contractual and Financial Matters

a. a. All financial obligations for all prior school year(s) must be met by May 31 of the current calendar year. Recommitment for subsequent school year is conditioned upon satisfaction of this provision.

b. The timely payment of all invoices for balances due to Imagine Broward (e.g., for outstanding lunch balance, late pickup fees, technology fees, returned check fees) is a contractual duty on the part of the family of each student. Therefore, I/we agree that I/we will make such payments by the designated due dates.

c. I/we expressly agree that my child will not be allowed to participate in any extracurricular activities (e.g. enrichments, field trips, dances, sports) if there is an outstanding balance due to Imagine Broward on my child's account.

d. The undersigned agree to purchase required school uniforms for registered students from the specified vendor and ensure student(s) are dressed in the required school uniform every day (including appropriate shoes, hair, and outerwear).

e. The undersigned agree to provide lunch or purchase lunch from the school-approved service provider for my child each day.

_____

Parent/Guardian Initials

2. Academic Matters

a. I/we agree to stay informed about my child's education and be responsible for signing up for ParentSquare and Class Dojo. I/we agree to maintain communications with the school by promptly reading all notices from the school whether through hand-carry, mail, or email. I/we also agree to respond to such communications as appropriate.

b. I/we agree to monitor my child's academic progress in FOCUS, and through other school- home communications (e.g., agendas, teacher websites, and weekly folders). I/we will communicate with the teachers regarding my child's academic progress as needed, or as directed by the school.

_____

Parent/Guardian Initials

3. Attendance and Transportation

a. I/we will ensure that my child arrives at school on time, completes a full day of school, and is not absent without a justifiable cause. I/we will monitor my child's attendance and tardies to ensure compliance with state attendance requirements.

b. I/we will provide transportation to and from school for my child.

c. I/we shall drop off my child in the location and manner designated by the school. My child shall be dropped off in a timely manner to allow him/her to arrive in his/her classroom at the start of homeroom.

Specifically:

- I/we shall not drop off or pickup my/our child before the scheduled time appropriate for grade level, as determined by school policy (e.g. no early stacking down the street)
- I/we will have our car sign visible the entire time on campus. The car sign will be the correct color and will indicate my child's name, grade level, and code.
- I/we understand that using a mobile phone in car line during drop-off or dismissal is prohibited because it is a safety issue that puts parents, staff and students in danger.
- I/we understand that no child will be released as a walker/biker without the completed "Walker/Biker Registration Form". My child must walk/bike all the way home and not be picked up after leaving school grounds (Per the City of Coral Springs Police Department-a family MUST live within 2 miles of the school to be a walker.)
- I/we agree that Early Dismissal/Sign-Out ends at 2:30 pm for Elementary grades and 3:15 for middle grades. No child can be dismissed from school early after that time. Parents shall not schedule student appointments that require student to be released after this time.

_____

Parent/Guardian Initials

4. Code of Conduct

a. The undersigned has reviewed the SBBC Policy 5090, Code of Student Conduct at http://www.browardschools.com/codeofconduct.

b. The undersigned has read the Student Permanent Withdrawal Policy in the Parent Student handbook and understands ISAB has the right to permanently withdraw a student involuntarily for non-minor infractions of the Code of Conduct. The undersigned is aware that committing any of the following infractions may result in the dismissal of registered student from ISAB and/or future registration for said student, including but not limited to:

- Disruptive behavior or actions posing any threat or danger to him/herself or anyone else;
- Earning a third school detention or school suspension;
- Bullying or witnessing bullying without reporting the action to an Imagine School at Broward staff member;
- Defacing or destroying school property;
- Carrying any weapon or threatening a person with a weapon (whether or not the weapon is actually carried by the student).
- Misbehaving or causing unsafe conditions while in school or on a school field trip;
- Falsifying any document submitted to the school, or failing to provide complete and accurate information as required on a school-provided form.
- I/we understand that failure to comply with Imagine Broward and Broward County dress code may result in disciplinary action.

_____

Parent/Guardian Initials

5. School Service Hour Program

a. The undersigned agree to participate in the school service program and will participate in 30 hours of service to the school over the course of the academic school year for the first enrolled child. The undersigned will contribute 10 hours of service for each additional registered child.

_____

Parent/Guardian Initials

ADDENDUMS

A. SUMMARY OF 2016 LEGISLATION AFFECTING CHARTER SCHOOLS

B. IMAGINE SCHOOL AT BROWARD LOTTERY/WAITLIST PROCEDURES

C. IMAGINE SCHOOL AT BROWARD STUDENT PERMANENT WITHDRAWAL

POLICY

ADDENDUM A

HB 7029 School Choice
(CH. 2016-237, Laws of Florida)
Bill Sponsor: Choice and Innovation Subcommittee
Effective Date: July 1, 2016
DOE Contact: Linda Champion, Deputy Commissioner, Finance and Operations, (850) 245-0406 Madeline Pumariega, Chancellor, Division of Florida College System, (850) 245-9449 Hershel Lyons, Chancellor, Division of Public Schools, (850) 245-0509
Adam Miller, Executive Director, Office of Independent Education and Parental Choice, (850) 245-0502
Executive Summary:
The bill amends numerous provisions of the education statutes relating to K-12 education policy and funding, postsecondary education funding, school choice and school construction. Charter Schools:

• Provides for automatic termination of charter school that receives two consecutive grades of "F". • Allows charter schools to provide enrollment preference for students attending failing school.

• Revises charter school capital outlay allocation:

- Provides weighted funding for schools that meet one or both of the following criteria:
  - 75 percent or more of school's students eligible for FRL
  - 25 percent or more of school's students are students with disabilities

K-12 Public Schools:

• Provides that parents of public school students have the right to a school financial report that indicates the average amount of money expended per student in the school. • Requires that, beginning in 2017-18, each district and charter school must adopt a controlled open enrollment plan that allows a student to enroll in any public school in the state that has not reached capacity (subject to maximum class-size requirements).

• Allows additional options to meet the online course requirement for high school graduation.

• Requires each school district to add four special consideration points to the matrix of services for students who are deaf and enrolled in an auditory-oral education program beginning in the 2017-18 school year.

• Requires each school district to establish a transfer process for a parent to request that his or her child be transferred to another classroom teacher.

• Allows district school boards to reemploy retirees who successfully complete the probationary contract under an annual contract as defined in s. 1012.335(1), F.S.

• Adds Advanced Placement (AP) and College Level Examination Program (CLEP) exams as options for students to pass and earn course credit instead of being enrolled in or completing

the corresponding course.

• Provides that a student be immediately eligible to participate in high school athletic competitions in the school he/she first enrolls each school year.

• Requires the Florida High School Athletic Association (FHSAA) to allow a private school the option of full membership in the association or to join by individual sport. A public school may be allowed the option to apply for consideration to join another athletic association.

• Prohibits the Office of Early Learning from adopting a kindergarten readiness rate for the 2014-15 and 2015-16 Voluntary Prekindergarten Education Program years.

• Requires FDOE, in consultation with the Statewide Office for Suicide Prevention and suicide prevention experts, to develop a list of approved youth suicide awareness and prevention training materials for grades K-12 instructional personnel.

• Requires that students must be informed of their right to not participate in the reciting of the pledge of allegiance by written notice in the student handbook or a similar publication.

• Establishes Gold Seal of Biliteracy (highest level of competency) or a Silver Seal of Biliteracy (second-highest level of competency).

• Creates a new subsection of s. 617, F.S., the Florida Not For Profit Corporation Act, to define membership associations and restrictions on dues paid with public funds to a membership association.

• Revises school district efforts and participation requirements pertaining to projects funded through the Special Facilities Construction Account. Revises provisions for special facilities construction projects to align with OPPAGA recommendations, to modify application submission and review deadlines, and to give districts flexibility in meeting participation requirements.

• Revises provisions related to limits on student station construction cost; requires EDR to study cost effectiveness and report to the governor and legislature by January 31, 2017; requires Auditor General to verify school district compliance with construction cost limits; mandates three-year sanctions for noncompliance; and sets cost thresholds for all capital outlay funds, including local funds.

• Requires OPPAGA to study the State Requirements for Education Facilities (SREF) to identify requirements that can be eliminated or modified to decrease construction costs while ensuring student safety and to report findings to the governor and legislature by January 31, 2017.

• Allows four limited exceptions to SREF, if authorized by supermajority vote of district school board following a public hearing and cost-benefit analysis.

• Changes the name of the Florida National Merit Scholar Incentive Program to the Benacquisto Scholarship Program and encourages public and private institutions, but requires eligible state universities, to become sponsors of the National Merit Scholarship Program.

• Revises provisions relating to charter schools, virtual education and the Florida Education Finance

Program (FEFP).
Florida College System:

• Establishes in law, rather than proviso or the implementing bill, the Performance-Based Incentive for the Florida College System.

• Creates the Distinguished Florida College System Program. This program is a collaborative partnership between the State Board of Education and the Legislature to recognize the excellence of Florida's highest-performing Florida College system institutions.

Section 1.
Creates s. 617.221, F.S., Membership associations; reporting requirements; restriction on use of funds, to: • Define "membership association."

• Allow public funds to be used to pay membership association dues for an elected or appointed public officer, unless the officer opts not to join the membership association.

Section 2.
Amends s. 1001.42, F.S., Powers and duties of district school board, to:

• Allow district school board members to visit schools to observe the management and instruction, give suggestions for improvement, and advise citizens with the view of promoting interest in education and improving the school.

Section 3.
Creates s. 1001.67, F.S., Distinguished Florida College System Program, to:

• Establish a collaborative partnership between the State Board of Education and the Legislature to recognize the excellence of Florida's highest-performing Florida College System institutions.

• Require the State Board of Education to designate each Florida College System institution that meets five of the seven standards identified below as a distinguished college. The following excellence standards are established for the program:

- A 150 percent-of-normal-time completion rate of 50 percent or higher.
- A 150 percent-of-normal-time completion rate for Pell Grant recipients of 40 percent or higher.
- A retention rate of 70 percent or higher.
- A continuing education, or transfer, rate of 72 percent or higher for students graduating with an associate of arts degree.
- A licensure passage rate on the National Council Licensure Examination for Registered Nurses (NCLEX-RN) of 90 percent or higher for first-time exam takers.
- A job placement or continuing education rate of 88 percent or higher for workforce programs.
- A time-to-degree for students graduating with an associate of arts degree of 2.25 years or less for first-time-in-college students with accelerated college credits.

• Provide that a Florida College System institution designated as a distinguished college by the State Board of Education is eligible for a share of $2 million, as specified in the General Appropriations Act.

Section 4.
Amends s. 1002.20., F.S., K-12 student and parent rights, to:

• Add CAPE digital tools, CAPE industry certifications and collegiate high school programs to the list of public educational choice options available to students.

• Add the Florida Personal Learning Scholarship Account (Gardiner) program to the list of private educational choice options available to students.

• Provide that parents have the right to an easy-to-read financial report that indicates the average amount of money expended per student in their school.

• Provide that a student is immediately eligible to participate in high school athletic competitions in the school in which the student first enrolls each school year.

Section 5.

Amends s. 1002.31., F.S., Controlled open enrollment; public school parental choice, to:

• Provide that, beginning in the 2017-18 school year, each district school board and charter school must adopt a controlled open enrollment plan that allows a parent from any school district in the state whose child is not subject to a current expulsion order to enroll his or her child in and transport his or her child to any public school that has not reached capacity, subject to the maximum class size requirements.

• Provide that district and charter school capacity determinations must be current and must be identified on their respective websites.

• Provide that districts must incorporate the specifications, plans, elements, and commitments contained in the school district educational facilities plan and the long-term work programs required under s. 1013.35, F.S., into their capacity determinations.

• Require districts to provide preferential treatment in their controlled open enrollment processes to:
- Dependent children of active duty military personnel whose move resulted from military orders;
- Children who have been relocated due to a foster care placement in a different school zone;
- Children who move due to a court-ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent; and
- Students who reside in the district.

• Provide that a charter school may provide preferential treatment in its controlled open enrollment participation process to the enrollment limitations set forth in s. 1002.33(10), F.S., if such purposes are identified in the charter agreement.

• Require each charter school to annually post on its website the application process to participate in controlled open enrollment.

• Provide that students residing in the district may not be displaced by a student from another district seeking enrollment.

• Prohibit a district or charter school from delaying eligibility or otherwise preventing a student participating in open enrollment from being immediately eligible to participate in interscholastic

and intra-scholastic extracurricular activities.

• Prohibit a student from participating in a sport if the student participated in the same sport at another school during the same year, unless the student meets certain criteria. **Section 6.**

Amends s. 1002.53, F.S., Voluntary Prekindergarten Education program; eligibility and enrollment, to:

• Allow parents whose children are born from February 2 through September 1 of a calendar year the option of enrolling their child in a Voluntary Prekindergarten (VPK) Education Program in the school year in which the child becomes eligible, or deferring enrollment until the following school year.

Section 7.

Amends s. 1002.33, F.S., Charter schools, to:

• Require charter applicants to include a list of currently or previously operated charter schools to include academic and financial data for each school.

• Allow an approved charter applicant to defer the opening of the school for up to two years to provide adequate facility planning. The school must provide written notice of such intent to the sponsor and parents at least 30 calendar days before the first day of school.

• Prohibit a charter school from basing admission or dismissal decisions on a student's academic performance.

• Require charter schools to begin submitting monthly financial statements to the district upon the execution of the charter contract and require the district to review the financial statements. • Provide for the automatic termination of a charter school contract if the school receives two consecutive grades of "F", unless the school meets one of three exceptions in law. • Allow a charter school to provide enrollment preferences for students currently attending or assigned to a failing school.

• Provide that charter schools are eligible to receive the research-based reading allocation.

• Provide that districts shall distribute FEFP payments monthly or twice a month beginning with the districts' fiscal year. Each payment shall be 1/12 or 1/24 of the total state and local funds.

• Provide that, for the first two years of operation, the initial (July through October) FEFP payments to a charter school shall be based upon the school's projected enrollment unless the actual enrollment is less than 75 percent of the projected enrollment. If the actual enrollment is less than 75 percent of the projected enrollment, the payments shall be based upon the actual enrollment.

• Prohibit a district from delaying payments to a charter school based on the timing or receipt of local funds.

Section 8.

Amends s.1002.331, F.S., High-performing charter schools, to:

• Delete conflicting language and clarify that the Commissioner of Education shall declassify a highperforming charter school if it fails to meet the eligibility criteria set forth in law.

Section 9.

Creates s. 1001.66, F.S., Florida College System Performance-Based Incentive, to: • Award a Florida College System Performance-Based Incentive to Florida College System institutions using performance-based metrics adopted by the State Board of Education (SBE). • Require that the performance-based metrics must include:

- Retention rates.
- Program completion and graduation rates.
- Postgraduation employment, salaries, and continuing education for workforce education and baccalaureate programs, with wage thresholds that reflect the added value of the certificate or degree.
- Outcome measures appropriate for associate of arts degree recipients.

• Require the SBE to adopt benchmarks to evaluate each institution's performance on the metrics and determine whether each institution has achieved excellence or needs improvement.

• Require the SBE to establish minimum requirements to receive performance funding.

• Require colleges identified as needing an improvement plan to be monitored and to submit reports by December 31 and May 31 each year. Beginning 2017-18, ability to submit improvement plan is limited to one fiscal year.

• State that the amount of funding from the state and the institution's base funding will be according to General Appropriations Act.

• Require the SBE, by October 1, to report to Governor, Speaker and President on prior fiscal year allocations, which must reflect rankings and award distributions.

• Require the SBE to adopt rules to administer the program.

Section 13.
Amends s. 1003.4282, F.S., Requirements for a standard high school diploma, to:

• Clarify language that an online course taken in grade 6, grade 7 or grade 8 fulfills the requirements of this subsection.

• Add that a district school board or a charter school governing board may offer students the following options to satisfy the online course requirements of this subsection:

- Completion of a course in which a student earns a nationally recognized industry certification in information technology that is identified on the Career and Professional Education Act (CAPE) Industry Certification Funding List pursuant to s. 1008.44, F.S., or passage of the information technology certification examination without enrollment in or completion of the corresponding courses, as applicable.
- Passage of an online content assessment, without enrollment of the corresponding course or courses, by which the student demonstrates skills and competency in locating information and applying technology for instructional purposes.

• Add language that, for purposes of this subsection, a school district may not require a student to take the online course outside the school day or in addition to a student's courses for a given semester.

Section 14.

Amends s. 1013.62., F.S., Charter schools capital outlay funding to:

• Require a charter school to be in operation for two years, instead of three, to receive charter school capital outlay funding, so long as the school meets the remaining eligibility criteria.

• Prohibit a charter school from receiving charter school capital outlay funding if the school's most recent audit reveals any of the financial emergency conditions identified in s. 218.503(1), F.S.

• Delete the prioritization schedule that maintained capital outlay funding levels for those charter schools that received capital outlay in the 2005-06 school year.

• Allocate charter school capital outlay funds on a weighted basis to charter schools that have a student population of which 75 percent or more of the students are eligible for free or reducedprice school lunch, or 25 percent or more are students with disabilities.
- Schools that do not have 75 percent of more of their students eligible for free or reducedprice lunch, or 25 percent or more students with disabilities, will be funded on a per FTE basis.
- Schools that have either 75 percent or more of their students eligible for free or reducedprice lunch, **or** 25 percent or more students with disabilities, will receive an additional 25 percent above the base amount, with their FTE multiplied by 1.25.
- Schools that have 75 percent or more of their students eligible for free or reduced-price lunch, **and** 25 percent or more students with disabilities, will receive an additional 50 percent above the base amount, with their FTE multiplied by 1.50.

Section 15.
Amends s. 1013.64, F.S, Funds for comprehensive educational plant needs; construction cost maximums for school district capital projects, to:

• Modify statutory authorities and requirements related to the Special Facility Construction Account, and to revise provisions related to limits on student station construction costs, including requiring reports to the governor and legislative leadership on studies of the cost-per-student-station construction amounts and the *State Requirements for Educational Facilities* by January 31, 2017. More specifically, the bill does the following:

• Special Facility Construction Account, s. 1013.64(2), F.S.

- Revises eligibility requirements, including requirements for the educational plant survey, student enrollment projections and a participating school district's financial participation;
- Requires that, beginning in the 2019-20 fiscal year, a district seeking a project must have levied the maximum discretionary capital improvement millage against its nonexempt assessed property value or an equivalent amount of revenue from the school capital outlay sales surtax for a minimum of three years prior to application and continuing until the district's participation requirement is met;
- Provides that, if a district employs a consultant in the preparation of a survey or survey amendment, the consultant may not be employed by, or receive compensation from, a third party that designs or constructs a project recommended by the survey; and
- Modifies provisions for application submission and review (including adding a February 1 application deadline and June 1 Phase III construction plan submission deadline) if a school district seeks inclusion of the project in the department's next capital outlay budget request, extends the preapplication review period to 90 days and provides for an FDOE

representative to chair the committee.

• Cost of Construction, s. 1013.64(6), F.S.

o Requires a school district to maintain accurate documentation related to the costs of all new construction reported to the department, the Auditor General to review the documentation to verify compliance with construction cost limits as part of operational audits, and the department to make a final determination of compliance based on the Auditor General's recommendation;

o Requires the Office of Economic and Demographic Research, in consultation with the department and industry experts, to study student station construction costs using current data for classrooms, core facilities and specialty spaces, and report to the governor and legislative leadership by January 31, 2017;

o Requires the Office of Program Policy Analysis and Government Accountability, in consultation with the department, to review State Requirements for Educational Facilities (SREF) to identify modifications to reduce costs while ensuring student safety in a report to the governor and legislative leadership by January 31, 2017;

o Provides that, beginning July 1, 2017, the cost of construction limits must be applied to all projects from all capital outlay funding sources, and provides for the following sanctions to be enforced in the ensuing three-year period if the Auditor General determines a district has exceeded the limits:

Loss of eligibility for Public Education Capital Outlay allocations; and
Supervision by a district capital outlay oversight committee comprising appointees of the Commissioner of Education, the office of the state attorney with jurisdiction,and the Chief Financial Officer, none of whom may be a school district employee or relative, or an elected official;

o Requires the department to provide cost-of-construction reports to the Auditor General for verification; and

o Removes the requirement that the department annually report, by December 31, a summary of each school district's spending in excess of the maximum cost per student station to the governor and legislative leadership.

Section 16.

Amend s. 1002.37, F.S., The Florida Virtual School, to:

• Remove the duplicate definition of a "full-time equivalent student."

Section 17.

Amends s. 1002.391, F.S., Auditory-oral education programs, to:

• Require each school district to add four special consideration points to the matrix of services for students who are deaf and enrolled in an auditory-oral education program beginning in the 2017-18 school year.

Section 18.

Amends s. 1002.45, F.S., Virtual Instruction Programs, to:

• Revise the designation of a school improvement rating of "Declining" to "Unsatisfactory" to conform to s. 1008.341, F.S., School Improvement Rating for Alternative Schools.

Section 19.

Creates s. 1003.3101, F.S., Additional educational choice options, to:

• Require each school district board to establish a transfer process for a parent to request his or her child be transferred to another classroom teacher.

• Add that this section does not give a parent the right to choose a specific classroom teacher. • Require that a school must approve or deny the transfer within two weeks after receiving a request.

• Add that, if a request is denied, the school must notify the parent and specify the reasons for the denial.

• Require that an explanation of the transfer process must be made available in the student handbook or similar publication.

Section 20.

Amends s. 1003.4295, F.S., Acceleration options, to:

• Delete references to specific subjects that require statewide, standardized end-of-course (EOC) assessments with regard to the credit acceleration program (Algebra I, Algebra II, geometry, United States history, and biology).

• Add that for purposes of the credit acceleration program, a student is allowed to earn high school credit in courses required for high school graduation through the passage of an EOC assessment administered under s. 1008.22, F.S., an Advanced Placement (AP) examination or a College Level Examination Program (CLEP).

• Include that, if a student attains a passing score on a statewide, standardized EOC assessment, AP Examination or CLEP examination, then a school district is required to award course credit to the student (who is not enrolled in the course or who has not completed the course).

• Clarify that a school district shall permit a public school or home education student who is not enrolled in the course or who has not completed the course to take the assessment or examination during the regular administration of the assessment or examination.

Section 21.

Amends s. 1004.935, F.S., Adults with Disabilities Workforce Education, to:

• Establish the Adults with Disabilities Workforce Education program as a permanent program.

Section 22.

Amends s. 1006.15, F.S., Student standards for participation in interscholastic and intrascholastic extracurricular student activities; regulation, to:

• Define the term “eligible to participate” to include, but not be limited to, a student participating in tryouts, off-season conditioning, summer workouts, preseason conditioning, in-season practice or contests.

• Allow a transfer student to be eligible to join an existing interscholastic or intrascholastic team immediately if all other eligibility criteria are met. A student is not allowed to participate in the same sport at another school during that school year unless specific criteria are met.

Section 23.

Creates s. 1006.195, F.S., District school board, charter school authority and responsibility to establish student eligibility regarding participation in interscholastic and intrascholastic extracurricular activities, to:

• Specify requirements for district school board and charter school authority codes of conduct detailing student eligibility criteria and related student disciplinary actions regarding participation in interscholastic and intrascholastic extracurricular activities.

• Designate the Florida High School Athletic Association (FHSAA) to continue jurisdiction over specific provisions in s. 1006.20, F.S., to include membership in FHSAA, recruiting prohibitions and violations, student medical evaluations, investigations, sanctions for coaches, school eligibility and forfeiture of contests, student concussions or head injuries, sports medical advisory council and the general operational provisions of the organization.

Section 24.

Amends s. 1006.20, F.S., Athletics in public K-12 schools, to:

• Require FHSAA to allow a private school the option of full membership in the association or to join by individual sport. A public school may be allowed the option to apply for consideration to join another athletic association.

• Require FHSAA bylaws governing residence and transfer to allow a student to be eligible immediately at the school he or she first enrolls in each school year. In addition, a transfer student is eligible immediately to join an existing team if all other eligibility criteria are met.

• Include escalating penalties for recruitment violations by a school district employee or contractor that are in violation of FHSAA bylaws. A student's eligibility to participate in athletics may not be affected by alleged recruiting violations until final disposition of the allegation.

• Create a point of entry into the FDOE disciplinary review process for certified educators for thirdtime offenders of FHSAA recruiting violations.

• Require the Commissioner of Education to file a formal complaint upon a finding of probable cause.

• Require the educator's certificate be revoked for three years if the complaint is upheld. Require FDOE to revoke adjunct certificates issued pursuant to s. 1012.57, F.S., and all permissions under ss. 1012.39 and 1012.43, F.S., for third-time teacher recruiting violations.

• Establish forfeiture of all competitions and honors received by a school, team or activity if any student who participated was recruited in violation of FHSAA bylaws or state law. **Section 25.**

Amends s. 1007.35, F.S., Florida Partnership for Minority and Underrepresented Student Achievement, to:

• Conform all references to the former Preliminary ACT (PLAN) to its new replacement assessment, "ACT Aspire."

Section 26.

Amends s. 1009.893, F.S, Florida National Merit Scholarship Incentive Program and s. 1009.40, F.S., General Requirements for student eligibility for state financial aid awards and tuition assistance grants, to:

• Change the name of the Florida National Merit Scholar Incentive Program to the Benacquisto Scholarship Program.

• Refer to a student who receives an award under the Benacquisto Scholarship as a "Benacquisto Scholar."

• Encourage Florida public or independent postsecondary institutions and require eligible state

universities to become college sponsors of the National Merit Scholarship Program. **Section 27.**
Amends s. 1011.61, F.S., Definitions, to:

• Delete the provision for double-session schools and schools using an experimental calendar to operate for less than 900 hours for grades 4 through 12, and 720 hours for kindergarten through grade 3.

• Provide proportional FTE for a school that operates for less than the minimum term.

• Delete the provisions requiring an FTE adjustment when a student does not pass an end-of-course exam required to earn a high school diploma. The FTE adjustment was scheduled to begin in the 2016-17 school year.
• Delete the provision requiring the department to determine and implement an equitable funding method for experimental schools.

Section 28.
Amends s. 1011.62, F.S., Funds for operation of schools, to:

• Require the Exceptional Student Education Guaranteed Allocation in the FEFP to be recalculated once during the year based on actual student membership from the October FTE survey. If the calculated allocation exceeds the amount provided in the General Appropriations Act, the total must be prorated to the level of the appropriation based on each district's share of the total recalculated amount.

• Allow students who earn a CAPE Industry Certification through a dual enrollment course to generate additional FTE in the same manner as other non-dual enrollment courses if the certification is not a fundable certification on the post-secondary certification funding list, or is earned as a result of an agreement with a nonpublic postsecondary institution.

• Increase the CAPE industry certification teacher bonus from $50 to $75 paid to the teacher for each student taught who earned a CAPE industry certification on the CAPE Industry Certification Funding List with a weight of 0.3 FTE, and to $100 paid to the teacher for each student taught who earned a CAPE industry certification on the CAPE Industry Certification Funding List with a weight of 0.5 FTE or 1.0 FTE.

• Increase the teacher bonus limit for CAPE Industry Certifications from $2,000 to $3,000 in any given school year.

• Make permanent the federally connected student supplement.

Section 29.
Amends s.1011.71(1), F.S., District school tax, to:

• Conform a cross-reference in s. 1011.71(1), F.S.

Section 30.
Amends s. 1012.42, F.S., Teacher teaching out-of-field, to:

• Require school districts to report out-of-field teachers on the district's website within 30 days before the beginning of each semester.

• Allow a parent of a student assigned an out-of-field teacher to request that the child be transferred to an in-field teacher.

• Require school districts to approve or deny requests and transfer students to a different classroom teacher within two weeks if an in-field teacher for the course or grade level is employed by the school and the transfer does not violate maximum class size provisions.

• Require schools to notify parents of transfer requests that are denied, along with reasons for the denial.

• Require explanation of transfer process to be included in the student handbook or similar publication.

• Specify that these provisions do not provide parents the right to choose a specific teacher.

Section 31.
Amends s. 1012.56, F.S., Educator certification requirements, to:

• Allow a charter school to develop and maintain a professional development system for its instructional employees to demonstrate Professional Education Competence (PEC) as a requirement for issuance of a Professional Educator's Certificate.

• Require a charter school to base its approved PEC program on classroom application of the Florida Educator Accomplished Practices (FEAPs) and align the PEC program with its evaluation system established under s. 1012.34, F.S.

Section 32.
Creates s. 1012.583, F.S, Continuing education and inservice training for youth suicide awareness and prevention, to:

• Require FDOE, in consultation with the Statewide Office for Suicide Prevention and suicide prevention experts, to develop list of approved youth suicide awareness and prevention training materials for K-12 instructional personnel.

• Require training to include identification of appropriate mental health services and how to refer students and families for those services. Training may include materials already being used by a school district if materials meet FDOE criteria, as well as programs instructional personnel can complete through self-review.

• A school that chooses to incorporate two hours of approved training for all instructional personnel shall be designated as a "Suicide Prevention Certified School." Training shall be part of the existing inservice training requirements for instructional personnel and may not add to the total hours currently required by FDOE. Participating schools must report participation to FDOE, which will maintain records.

• Stipulate that this section does not create any new duty of care or basis of liability.

• Provide rulemaking authority to the State Board of Education.

Section 33.
Amends s. 1012.795, F.S., Education Practices Commission; authority to discipline, to: • Add the FHSAA to the list of organizations required to report specified misconduct by certified educators.

• Create a basis for the Education Practices Commission to discipline if the Commissioner of Education determines that probable cause exists to find a third recruiting violation occurred as defined by the FHSAA.

Section 34.
Amends s. 1012.796, F.S., Complaints against teachers and administrators; procedure; penalties, to: • Require FDOE staff to advise the Commissioner of Education of all referrals submitted by the FHSAA.

• Remove the Commissioner of Education's option to offer a deferred prosecution agreement in FHSAA third-offense recruiting violations.

• Require all sanctions imposed be in addition to, not in lieu of, those penalties required for a third recruiting offense pursuant to s. 1006.20(2)(b), F.S.

Section 35.
Creates s. 1013.385, F.S., School district construction flexibility, to:

• Authorize a district school board to adopt, by supermajority vote, a resolution to implement limited exceptions to the State Requirements for Educational Facilities (SREF).

• Require that the district school board adopt the resolution at a public meeting that begins no earlier than 5 p.m., and conduct a cost-benefit analysis using a professionally accepted methodology for each exception selected by the district school board.

• Allows the implementation of exceptions to the following provisions of SREF if approved by the district school board:

- Interior non-load-bearing walls -- to permit the use of fire-rated wood stud walls in new construction or remodeling for interior non-load-bearing wall assemblies that will not be exposed to water or located in wet areas;
- Walkways, roadways, driveways, and parking areas -- to permit the use of designated, stabilized, and well-drained gravel or grassed areas for student parking;
- Standards for relocatables used as classroom space – to permit installation of relocatable buildings without covered, paved walkway connections to permanent buildings; and
- Building and site lighting – to permit construction without provision of lighting for gravel or grassed auxiliary or student parking areas; the use of timers set to provide lighting for walkways, roadways, driveways, paved parking lots, exterior stairs, ramps and walkways from the exterior of a building to a public walkway, and at building entrances and exits only during periods when the site or building is occupied; and the use of an illumination standard of one footcandle at single-door exits.

Section 36.

• Prohibits the Office of Early Learning from adopting a kindergarten readiness rate for the 2014-15 and 2015-16 Voluntary Prekindergarten Education Program years.

• Requires private providers or public schools that were on probation for the 2013-14 program year to remain on probation until they meet the minimum rate that is adopted.

• Provides an expiration date of July 1, 2017.

Section 37.
Amends s. 1012.33, F.S., Contracts with instructional staff, supervisors, and school principals, to:
• Require retired individuals who are reemployed as instructional personnel to be under a one-year probationary contract as defined in s. 1012.335(2), F.S.

• Allow district school boards to reemploy retirees who successfully complete the probationary

contract under an annual contract as defined in s. 1012.335(1), F.S. The retiree is not eligible for a professional service contract.

Section 38.

Amends s. 413.407, F.S., Division of Vocational Rehabilitation; quality assurance; performance improvement plan, to:

• Require the Division of Vocational Rehabilitation to develop and implement, by October 1, 2016, a performance improvement plan (PIP) based on the measureable quarterly progress indicators outlined in the 2015-16 GAA. The PIP must address plans to achieve the following goals: ○ Decreasing the average wait list time for serving clients.

○ Increasing the percentage of participants who:

• Are in unsubsidized employment during the second and fourth quarters after exit from the program;

• Obtain a recognized postsecondary credential or a secondary school diploma (or its equivalent) within one year of exiting the program;

• Enroll in education or training programs that lead to a recognized postsecondary credential or employment while in the program.

○ Increasing the number of individuals earning CAPE industry certifications and CAPE postsecondary industry certifications and receiving pre-employment transition services. ○ Increasing the median earnings of those in unsubsidized employment during the second quarter after exiting the program.

○ Increasing the percentage of youth receiving pre-employment transition services without applying for additional VR services and who obtained an educational credential within one year of exiting the program.

○ Increasing the division's effectiveness in serving employers, as indicated in the WIOA. • Require the division to submit, by December 1 of each year, a performance report to the Governor, the President of the Senate and the Speaker of the House of Representatives that includes:

○ Caseload data, including the number of individuals who apply for and receive services, by service type;

○ Service use data, by service type, including the number of units provided; ○ Financial data, including expenditures for administration and the provision of services; and ○ Outcome data, including the number of cases closed, with and without employment.

• The performance report must include information for the five most recent fiscal years, reported statewide and by service area.

Section 39.

Amends s. 1003.44, F.S., Patriotic programs; rules, to:

• Remove the requirement for posting a notice in a conspicuous place that a student be informed of his/her right to not participate in the reciting of the pledge of allegiance, replacing that with a requirement that all students be informed of this right by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2), F.S.

• Require students to be excused from standing and placing their right hand over their heart upon written request by their parent.

• Change “civilians” to “unexcused students,” making the requirement to show full respect to the flag specific to unexcused students.

Section 40.

Creates s. 1003.432, F.S., Florida Seal of Biliteracy Program for high school graduates, to: • Define biliteracy as the attainment of a high level of competency in listening, speaking, reading and writing in one or more foreign languages in addition to English.

• Establish signification of biliteracy on a high school graduate’s diploma and transcript as either a Gold Seal of Biliteracy (highest level of competency) or a Silver Seal of Biliteracy (second-highest level of competency), awarded by the Commissioner of Education to high school graduates meeting the requirements.

• Provide the purpose of program is to:

- Encourage students to study foreign languages.
- Certify attainment of biliteracy.
- Provide employers with a method of identifying an individual with biliteracy skills who is seeking employment.
- Provide a postsecondary institution with a method of recognizing an applicant with biliteracy skills who is seeking admission to the postsecondary institution.
- Recognize and promote foreign language instruction in public schools.
- Affirm the value of diversity, honor multiple cultures and foreign languages, and strengthen the relationships among multiple cultures in a community.

• Commences the program in 2016-17 for high school graduates with a standard diploma: o Earning four foreign language course credits in the same foreign language, with a cumulative 3.0 grade point average or higher on a 4.0 scale,

- Achieving a qualifying score on a foreign language assessment, or
- Satisfying alternative requirements as determined by the State Board of Education. •

Require the State Board of Education to adopt rules to implement this program with specified requirements.

General Implementation Timeline:

July 1, 2016 The act become effective.

July 1, 2016 School districts shall add four special consideration points to the matrix of services for students who are deaf and enrolled in an auditory-oral education program.

All database, communication and web changes to the Benacquisto Scholarship, as authorized in Section 26 will be, completed for implementation.

December 1 Annually VR to submit a performance report.

August 1, 2016 FHSAA must adopt and prominently publish the text of this section on its website and in its bylaws, rules, procedures, training and education materials and all other governing authority documents

ADDENDUM B

As a tuition-free public charter school serving grades K-8, ISAB is open for enrollment to all residents of Broward County, Florida. Additionally, ISAB is home to a private pre-kindergarten program, offering voluntary pre-kindergarten (VPK) for children age 4.

Re-Enrollment Process

In order to secure your child's place for each successive school year, you will be required to fill out a re enrollment form in January for the next school year. Forms will be sent home with your child with their 2nd quarter report cards and must be returned the following week.

Lottery Selection Process

Because space is limited, enrollment spots are awarded through a lottery selection process, with preference given to siblings of currently enrolled students. Families interested in registering a child for the following school year must complete the pre-enrollment process within the allotted time period. From there, names will be randomly selected in the lottery selection. Open registration for lottery will occur in the month of December. Lottery selection will begin the second week of March. Parents will be notified after the lottery selection process has been completed.

Completing Enrollment

To comply with State of Florida and Broward County requirements, only children whose parents have properly completed and submitted all necessary forms including, but not limited to, certificates of immunization, physical examinations and others will be permitted to attend ISAB and begin the school year as a full-time student.

ADDENDUM C

POLICY OF PERMANENT WITHDRAWAL OF STUDENTS

As provided for under Florida Law, Imagine School at Broward ("IMAGINE" or "School") reserves the right to permanently withdraw a student involuntarily for non-minor infractions of the School's Code of Conduct.

Withdraw/Dismissal of Students for Violations of Code of Conduct

A Principal/Administration at IMAGINE shall have the authority to recommend dismissal for a student from the program for any violation(s) of the Code of Student Conduct that is determined by the Principal to be non-minor in nature. Written notification shall be provided to the parent/guardian informing them that the student will be dismissed from the program, stating the reasons for the dismissal, stating actions taken by staff to assist the student prior to dismissal, and providing information about their due process rights and right to appeal the determination as set forth herein. The notification must also establish whether or not the student will be eligible to reapply for enrollment at the School at a future date. IMAGINE shall notify the Broward County Public Schools District (the "School District") of any recommendation for dismissal under this policy.

Any recommendation for dismissal, as well as any documentation supporting said recommendation, shall be submitted to a due process coordinator for review of compliance with this policy. Said coordinator shall be the Human Resources Staff Member of IMAGINE.

Process for Permanent Withdrawal/Dismissal

Should a Principal at IMAGINE recommend a student for permanent withdrawal/dismissal, a hearing will be scheduled with the School's Disciplinary Review Committee (the "Committee"). This Committee will be made up of the School's Board Chair or Board Designee, members of the School's Administrative Staff, including an ESE staff member when necessary. A School counselor (for informational purposes only), and possibly the School's attorney, whose role will be to advise the Committee on the dismissal process, may also attend the hearing. The hearing will begin with the administrative staff stating the behavioral offenses committed by the student. The student, with their parent/guardian and/or representative, will be given an opportunity to address the allegations against the student. The Committee can ask follow-up questions to clarify items about the case. Once the discussions have concluded, the Committee will deliberate and decide whether to issue a dismissal of the IMAGINE Program. The student along with their parents or representative will be notified of the decision at the conclusion of the deliberation.

Following the hearing, a dismissal will not become final until (i) the expiration of the window to appeal as set forth below, if the parent/guardian does not appeal, or (ii) the conclusion of the appeal. Upon a dismissal becoming final, the administration of the School will refer the student to the School District for appropriate placement.

Offenses Qualifying for Dismissal

A student may be dismissed for offenses that are deemed to be non-minor offenses of the School's Student Code of Conduct in effect for the current school year, by the Committee. Said offenses may include, but are not limited to: Level 3 or 4 behaviors as well as more than one Level 2 incidents listed on the School's Discipline Code of Conduct.

Effect of Dismissal

"Dismissal" for purposes of this policy means that a student is involuntarily disenrolled from all schools operated by IMAGINE and barred from re-enrolling either indefinitely or for a specified period of time.

Appeal Process

The parent/guardian of a student who has been notified that their student will be permanently withdrawn/dismissed from the program must be given a period of five (5) days to submit a written appeal to the Governing Board of IMAGINE if they so desire. The appeal shall be forwarded to the Chairperson of the Governing Board of the Organization. Designated time for a hearing on the appeal shall be added to the agenda for the next meeting of the Governing Board or the Chairperson may call a special meeting to consider the appeal. The Governing Board should attempt to hold a hearing within ten 10) days following the submission of the parent/guardian's written appeal.

All members of the Governing Board must be provided with a copy of the parent/guardian's written appeal in advance of the meeting. At the meeting, a hearing will be conducted on the dismissal. The parent/guardian has the right to have an advocate or attorney represent them at the hearing. The Principal recommending the dismissal, or his or her designee, shall be given 25 minutes to present pertinent facts and information about the decision. The parent/guardian, or his or her designee, shall then be given thirty (30) minutes to present additional facts and information for the Governing Board to consider. The Principal, or his or her designee, will then be given five (5) minutes for rebuttal.

Following the presentation by both parties, the members of the Governing Board may ask the parties questions, seek additional information, and discuss the issues amongst themselves. The Chairperson shall then call for a motion to either approve or deny the appeal. The appeal may be approved or denied by a majority vote of the Governing Board members present at the meeting. In the event of a tie, the Chairperson reserves the right to break the tie. The Governing Board also reserves the right to uphold but modify the terms of any dismissal by a majority vote, including whether the student will be eligible to reapply for enrollment at a future date. The decision of the Governing Board is final and may not be further appealed.

Within three (3) business days following the decision of the Governing Board, the Principal shall issue a written notification to the parent/guardian communicating the decision of the Governing Board. A copy of the notification will be provided to the School District. If the Governing Board voted to grant the appeal and overturn the dismissal, the student should immediately resume participation in the program.

Suspensions and Placement Following Recommendation for Dismissal

The administration may suspend a student who has been recommended for dismissal for up to ten (10) days. The suspension may be extended beyond ten (10) days if such suspension period expires before the regular or special meeting of the Governing Board can be held if the parent/guardian appeals. Whenever possible, the Governing Board shall attempt to meet in a special meeting to avoid an extension of the suspension period.

Notwithstanding the foregoing, a student with disabilities may not be suspended for ten (10) consecutive days or ten (10) total days during the school year if such removal would constitute a change of placement without having a Manifestation Determination Hearing, as set forth below. Thereafter, the student may be required to remain at home pending the outcome of the appeal, though the School must provide educational services to the student, including providing assignments so as to enable the student to continue to participate in the general curriculum, although in another setting, and to progress toward meeting the goals in the student's IEP and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications designed to address the behavior violation so that it does not recur.

Manifestation Determinations for Students with Disabilities

The dismissal of a student with disabilities shall be handled only in accordance with Rule 6A-6.03312, Florida Administrative Code, the Individuals with Disabilities Act, Section 504 of the Rehabilitation Act, and other applicable laws. If the School's Disciplinary Review Committee and Governing Board through the appeals process approves a recommendation for dismissal for a student with disabilities, such approval shall be conditional upon the School conducting a manifestation determination meeting within ten (10) school days. The parent/guardian shall be notified of the decision in writing and shall be provided the notice of procedural safeguards.

The manifestation determination team shall be composed of a representative from the School District, the parent, and relevant members of the IEP team (as determined by the parent and the School). The manifestation determination team will follow all procedures and requirements set forth in Rule 6A-6.03312. A student may not be dismissed from the program if the manifestation determination team finds that the conduct in question was a manifestation of the student's disability. In such a case, the School will implement all required measures in Rule 6A-6.03312.

If it is determined that the conduct was not a manifestation of the student's disability, the Principal shall notify the parent/guardian of the Disciplinary Review Hearing that will take place within the 10 suspension days. If the Disciplinary Review Committee determines a dismissal the parent/guardian shall have five (5) days thereafter to make a written appeal to the Governing Board

Confidentiality of Student Information During an Appeal

At present under Florida's Sunshine Law, all appeal hearings relating to a dismissal must be open to the public if the parent chooses to have the meeting be public. The Governing Board may not go into executive session to consider an appeal under Florida law. However, the Governing Board and those people presenting during the hearing should be sensitive to the confidential nature of the information. In the initial notification

regarding the dismissal, the parent/guardian should be fully informed that any hearing before the Governing Board to consider an appeal will be open to the public. The parent/guardian should be notified that their request for a hearing before the Governing Board constitutes consent to the disclosure of confidential information about the student at the hearing relevant to the Governing Board's consideration. Notwithstanding the foregoing, the Organization shall protect the confidentiality of all education records that are considered as part of the appeal and shall not release such records to any person who does not have a legitimate educational interest or legal right to review such education records in accordance with Florida law and the Family Educational Rights and Privacy Act.

Expulsions

A "dismissal" under this policy is not an "expulsion" as that term is utilized in the applicable Code of Student Conduct.

This Policy on Dismissal of Students was approved by a majority of a quorum of the Governing Board of Imagine School at Broward at a duly noticed meeting held on November 21, 2024.