



# Student Services Handbook

## 2022-2023



# Patriots have PRIDE

### **P**ROFESSIONALISM

- RESPECTFUL
- APPROPRIATE ATTIRE
- A GOOD COMMUNICATOR
- IMPECCABLE CONDUCT

### **R**ESPONSIBILITY

- ACCOUNTABLE
- PREPARED & ORGANIZED
- ADHERE TO SAFETY PROTOCOLS
- FOLLOW SCHOOL RULES AND POLICIES

### **I**NTEGRITY

- HONEST
- PRIDE IN YOUR REPUTATION
- CONSIDERATE OF OTHERS
- DO THE RIGHT THING WHEN NO ONE IS WATCHING

### **D**ETERMINATION

- OVERCOME BARRIERS
- RESILIENCE
- PRACTICE PERSEVERENCE
- FOCUS ON YOUR GOALS

### **E**XCELLENCE

- STRIVE TO DO YOUR BEST
- DEDICATION
- GOAL-ORIENTED
- DEPENDABLE



# UNIFORMS

All students must dress and groom themselves in a manner that follows the standards set by business and industry. Certain oTECH programs require students to wear uniforms and/or safety apparel while in their oTECH Dual Enrollment classroom. The instructor for the specific program will provide specific information.

For the safety and professionalism of PATHS students, the following dress code policy will be strictly enforced:

➤ **School ID Badges**

- ID badges must be current. New IDs reflecting accurate grade level must be updated yearly.
- ID badges must be visible, facing out and worn on a lanyard or clipped to the collar of the school uniform shirt.
- IDs must be worn at all times- “on and visible” on either a lanyard around neck or on a clip worn at the collar- not on the belt or on/in pants pocket or on/in bookbag.
- No markings or stickers may be applied to the ID.
- Students without an ID (not lost, just misplaced, or left at home) will be required to get a temporary ID sticker each time needed. This will be recorded as a Lack of ID violation. At 5 infractions, students will serve lunch detention. Any additional infractions will be subject to progressive discipline.
- ***Excessive ID infractions will result in administrative referral and detention for lack of student identification.***

➤ **School Polo Shirts:** Polo shirts for PATHS students with school logo shirts that are purchased from the school are preferred.

- Previous PATHS school logo polo shirts in black, red, or white may be worn.
- Polo shirts in black, grey, white, lime, and teal are permitted.
- Cleavage and bare midriffs may not be visible or exposed.

➤ **Hoodies:** Any garment worn over the PATHS uniform, should have a **BUTTON OR ZIPPER unless school approved pullover.**

- School-sponsored sweatshirts from PATHS or oTECH only may be worn over the approved school uniform.
- **Non-approved outer garments will result in progressive disciplinary consequences.**
- Inside the classrooms, outer garments must be removed, completely unzipped, or left open for the school uniform to be visible.
- Hoods must be removed from the head while on school property.
- PATHS school spirit and college shirts may only be worn on **Fridays.**

- **Pants & Skirts:** Must be professional in nature.
  - Shorts are not permitted for any grade level. Students who are participating in lunch time sports activities or PE/Team Sports must change back into their school uniform prior to class .
  - Pants should not be tight fitting or oversized.
  - Pants and skirts must be worn so the waistband is at the waist, not below.
  - A belt is preferred for pants and/or skirts with belt loops.
  - Pants or skirts shall be of a solid color (navy, khaki, gray, or black).
  - Skirts shall be no shorter than 2 inches above the knee.
  - **NOT PERMITTED:**
    - Bermuda shorts, capri pants, or similar styles
    - Denim fabric, jeans, cargo pants
    - Stretch fabric, sweatpants, or yoga pants
    - Jogger pants, jeggings, leggings
  - All pants should have a clean bottom edge that extend to the top of the foot.
  
- **Shoes:** Must be sneakers, boots, dress shoes, or sandals with a back strap.
  - Shoes may not be platform.
  - Shoes must be laced, tied and meet safety standards.
  - Flip flops are not permitted.
  - **NO CROCS PERMITTED.** Dual Enrollment Health Science students may wear healthcare worker approved footwear.
  
- **Make-up and nail polish** that is within the acceptable standards of the professional work environment will be allowed. At the discretion of the school administration.
  
- **Hair** must not be a distraction to the learning environment. At the discretion of the school administration.
  
- No clothing or accessories associated with gangs, discrimination, or that encourages the use of alcohol, drugs, smoking, sex, or violence will be permitted.
  
- **Students who have oTECH courses must be in their college dress code at all times.**
  - PATHS students attending oTECH must wear their oTECH program uniform to their high school classes.
  
- **Masks** are optional, unless otherwise notified.
  
- **Cold Temperatures:**
  - Student must still have zippered/button sweater or school approved pullover. Plan accordingly.
  - Beanie/Skull Cap/Wool Hat/Skully: May only be worn during low temperatures when approved and announced by school administration.

## **Monthly Theme Dress Code Days**

- **Every Friday: Spirit or College**
  - Students may wear jeans and school spirit/college shirts. School spirit shirts must be specific to PATHS and/or oTECH.

**Prior approval must be received from oTECH instructor if applicable.**

Students are expected to be in dress code when they step on campus and until they leave campus. Any student inappropriately dressed may be removed from campus until the violation is corrected. **A student repeatedly in violation of this uniform code will be subject to progressive discipline.**

***Administrations determination as to whether clothing is appropriate shall be determinative and final.***

## **CLASSROOM EXPECTATIONS**

P: Be on time & prepared to engage in learning.

R: Own your success-turn in work on time.

I: Be honest about your work & show kindness.

D: Have a growth mindset- strive to be your best.

E: Be involved in school & strive to be a teamplayer.

## ATTENDANCE

*Parents are responsible for the regular attendance of their children who are within the compulsory attendance age (6 - 16) as provided in Section 1003.21, Florida Statutes. A student who attains the age of 16 years during the school year is not subject to compulsory school attendance beyond that age if the student files a formal declaration with the School Board. The declaration must acknowledge that terminating school enrollment is likely to reduce the student's earning potential and must be signed by the student and the student's parent. **Students have the responsibility to take advantage of their educational opportunities by attending all their classes on a daily basis and arriving to their school on time.***

### **Absences:**

*If a student begins to exhibit a pattern of non-attendance, the school administration shall pursue the case in accordance with Section 1003.26, Florida Statutes. If interventions are unsuccessful, it shall be the responsibility of the school district to file a petition of truancy with the court as provided in Section 1003.27, Florida Statutes.*

Early Intervention Truancy Process will follow district guidelines for providing interventions and may be followed with disciplinary action.

Additional attendance guidelines regarding excused absences, pre-arranged absences, medical leaves, and absences for religious reasons may be found on the School District of Osceola County Code of Conduct.

### **Tardies and Early Releases**

Students are expected to be on time and in class for the duration of the instructional period to maximize learning. Students who do not adhere to this expectation and have recurring tardies and/or early releases will be subject to a progressive intervention and discipline model.

# CAMPUS MOVEMENT & DRIVING PRIVILEGES

For the safety of PATHS students, the following policies will be strictly enforced:

- **Lunch Pass:** Juniors & Seniors with a 3.0+ GPA will be permitted to leave for lunch with completed and approved application.
- **Valencia Dual Enrollment:** Students who participate in Dual Enrollment at Valencia are permitted to leave campus for classes. Students are only permitted to leave campus during the scheduled Valencia course time and only when not scheduled in PATHS class.
  - Students are required to check out at the front desk and have proper identification.
  - Students are not permitted to return to campus if not enrolled in PATHS course.
- **Campus Parking:** All PATHS students who drive to campus must complete an application, provide proof of insurance, registration, and a copy of a valid driver's license to the front office. Students parking on campus must pay required fee:
  - \$30 for approved students
  - \$40 for Seniors to personalize their assigned parking spot
    - Seniors who select to personalize their parking spots must supply their own paint/supplies. Painting of the seniors parking spots will be held on a Saturday morning. School administration will inform seniors of the selected date.
    - Design for the parking spot must be submitted to the Dean of Students at least a week prior to the selected Saturday for approval.
    - Seniors who select to personalize their parking spots, must repaint the assigned spot before graduation practice in order to receive guest tickets.
- ***Parking passes can be revoked at any time during the school year for academic, attendance, and/or disciplinary reasons.***
  - 7+ unexcused absences in one quarter
  - 7+ unexcused tardies to school or class in one quarter
  - 2+ discipline referrals in semester (may be revoked sooner for serious infractions)
  - Revoked parking passes will be reconsidered after one additional quarter. Two revocations will result in permanent loss of parking pass. If student has personalized parking spot, they will still be required to repaint in order to receive graduation guest tickets.
- **Hall Passes:**
  - Students are expected to use their designated pass.
    - Leaving during class time: Must use agenda designated pass.
    - Lunch tutoring pass: Students will not be permitted to visit teachers during lunch unless a pass has been given- pass must have current date.
  - Students must remain in the assigned area unless given specific authorization to leave area. Students who receive a pass from PATHS must remain on PATHS side & those who receive a pass from oTECH must remain on oTECH side.

***\*Students may not use old passes\****

# TRANSPORTATION

*Section 1006.10 (1-7), Florida Statutes gives school bus drivers the authority to monitor and control the behavior of students any time they are being transported to and from school or school functions at public expense. Standards of Conduct for Riding a School Bus: Student conduct, which distracts the driver, endangers the health and safety of other students, or demonstrates a willful disregard for transportation rules shall be reported to the Principal or the Principal's Designee.*

**The following rules of conduct apply to all students when they are being transported on a school bus.**

- 1. Students must be at the bus stop on time (ten minutes prior to scheduled pick-up). The bus driver cannot wait for those who are tardy.**
2. Students are to stand at least five (5) feet off the roadway at all times while waiting for the bus.
3. Students **must ride their assigned buses and cannot board or depart the bus at any stop other than their regular stop**, unless authorized by the Principal and the Transportation Department.
4. Students are to enter the bus in an orderly manner, scan their ID, and **sit in their assigned seat**.
5. Students must obey the driver, monitors, and chaperones at all times and follow the standards of conduct while riding the school bus.
6. Students are to remain seated, facing forward at all times when the bus is moving. All portions of the student's body are to remain inside the bus.
7. No eating, drinking, or chewing gum is allowed on the bus.
8. No glass or breakable containers are allowed on the bus.
9. Absolute silence is required of students at railroad crossings and/or anytime the dome lights are on.
10. Bulky or objectionable objects, including musical instruments, that cannot be held in the student's lap is not permitted on the bus. No objects may block the aisles or emergency exits.
11. No items are to be thrown or propelled out of the bus windows.
12. No littering, throwing, or propelling objects inside the bus is allowed.
13. Defacing or vandalizing a school bus is forbidden. Restitution will be required for any damages sustained to the bus.
14. No profanity, obscene language, offensive gestures, or offensive materials of any nature are permitted on the bus.
15. Smoking and/or use of any tobacco products or other mood-altering substances is strictly prohibited.
16. No posters or signs are to be displayed from the bus.
17. Students are subject to be videotaped at any time in order to monitor student behavior and to ensure the security and safety of the students.



# COMMUNICATION

Should you have any questions or need further guidance regarding the information provided, please reach out to Ms. Karen Kuers, Dean of Students at 407-518-5407 Ext. 15103.

## Administrative and Student Services Personnel

- Principal: Kelly Roman [kelly.roman@osceolaschools.net](mailto:kelly.roman@osceolaschools.net)
- Assistant Principal: Dr. Juanita McCall [juanita.mccall@osceolaschools.net](mailto:juanita.mccall@osceolaschools.net)
- Dean of Students: Karen Kuers [karen.kuers@osceolaschools.net](mailto:karen.kuers@osceolaschools.net)
- Counselor: Amy Shiver [amy.shiver@osceolaschools.net](mailto:amy.shiver@osceolaschools.net)
- College and Career & Senior Counselor: Molly Crotty [morgana.crotty@osceolaschools.net](mailto:morgana.crotty@osceolaschools.net)

## Social Media

Facebook and Instagram: @pathspatriots

College and Career Instagram: @counselorcrotty

## Remind

Text Grade Level Code to 81010

Freshmen: @PATHS26

Sophomores: @PATHS25

Juniors: @PATHS24

Seniors: @PATHS23