

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

PARTICIPATION OF HOME SCHOOLED EDUCATION AND PRIVATE SCHOOL STUDENTS IN EXTRACURRICULAR ACTIVITIES 4.20

- (1) Home-education students currently enrolled in home-education programs registered with the School District are eligible to participate in extracurricular activities, provided they meet all rules established by the School Board and Florida High School ~~Activities~~ Athletic Association by-laws.
- (2) A private school student is eligible to participate in an interscholastic or intrascholastic sport at a public high school, a public middle school or a six (6) through twelve (12) public school that is zoned for the physical address at which the student resides provided the student meets all Florida Statutes, requirements and rules established by the School Board, and FHSAA bylaws.

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 1001.43; 1006.15, F.S.

HISTORY: ADOPTED: 7/30/02
REVISION DATE(S):
FORMERLY: NEW

CHAPTER 5.00 – STUDENTS

USE OF TIME OUT, SECLUSION AND PHYSICAL RESTRAINT FOR STUDENTS WITH DISABILITIES

5. 21*+

The District shall implement behavioral management interventions for disruptive students to prevent and reduce significant disruptive behavior and to provide for the physical safety and security of students and staff when students pose a threat to themselves and/or others. The focus shall be on the use of the least restrictive but effective intervention(s) for each student.

(1) Time Out

Time out is a procedure in which access to reinforcement is removed or reduced for a designated time.

- (a) *Nonexclusion time out* is the least restrictive form of time out. The student is allowed to observe the classroom activity but not participate.
- (b) *Exclusion time out* excludes the student from participation in and observation of classroom activities. The student remains in the classroom but cannot observe or participate in ongoing activities.

(2) Seclusion

Seclusion or isolation removes the student from the classroom for a predetermined period of time. The student is placed in a nonstimulating room away from the classroom. The student must be observed continuously by trained personnel.

(3) Physical Restraint

- (a) *Manual physical restraint* is the use of physical restraint techniques that involve physical force to restrict free movement of all or part of a student's body. It is a method to prevent a student from harming himself/herself or others.
- (b) Physical restraint should only be used in an emergency situation when an immediate and significant threat to the student or others exists.
- (c) Physical restraint may only be implemented by trained, qualified school personnel.

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(4) Documentation and Reporting

All instances of time out, seclusion and restraint shall be documented and reported as required.

(5) Monitoring and Analysis

(a) The use of manual physical restraint or seclusion shall be monitored at the classroom, school and District levels.

(b) The use of the behavior interventions, the appropriateness of use and the effectiveness of the interventions shall be analyzed.

(6) Prohibitions

School personnel shall not

(a) Use a mechanical restraint or a manual physical restraint that restricts a student's breathing or

(b) Close, lock or physically block a student in a room that is unlit or that does not meet the rules of the State Fire Marshall for a seclusion time out room.

(7) Training

(a) The District shall provide initial training for designated personnel in the use of time out, seclusion and physical restraint.

(b) Refresher training shall be conducted annually.

(c) Personnel who have been trained in manual restraint techniques in positions outside of the School District shall receive training in District methods.

(8) Procedures

The Superintendent shall develop procedures to implement this policy and related statutes. Procedures shall include but not be limited to the following:

(a) Incident reporting;

(b) Data collection;

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- (c) Monitoring and analysis;
- (d) Plan for reducing the use of restraint and seclusion;
- (e) ~~(d)~~ Identification of staff to be trained; and
- (f) ~~(e)~~ Training components.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1001.43, 1003.32, 1003.573,
1006.07, 1006.11, 1012.75, F.S.

STATE BOARD OF EDUCATION RULE(S) 6A-6.03312

HISTORY: ADOPTED: 12/14/10
REVISION DATE(S):
FORMERLY: NEW

CHAPTER 6.00 – HUMAN RESOURCES

CONTRACTS: INSTRUCTIONAL AND ADMINISTRATIVE PERSONNEL

6.18*

- (1) Any person employed as a member of the instructional staff shall hold a valid Florida Teaching Certificate or professional license except as noted elsewhere in policy. Any person employed as an administrator shall meet those qualifications as enumerated in the Board adopted job description. All instructional and administrative staff shall be entitled to and shall enter into a written contract with the School Board as provided by law. All contracts shall be on forms prescribed by the Commissioner of Education. Any member of the instructional or administrative staff who is willfully absent from duty without leave shall forfeit compensation for the time absent, and his/her contract shall be subject to cancellation by the Board.
 - (a) ~~Contracts with instructional staff. Each member of the instructional staff shall receive an annual or professional services a contract in accordance with the provisions of law. The first ninety-seven (97) days of the initial contract shall be a probationary period during which the employee may be dismissed without cause. The contract shall be in accordance with the duly adopted salary schedule of the Board and shall be for a definite term of service. A true signed copy shall be retained by the Board in the office of the Superintendent. A probationary contract for one (1) school year shall be awarded upon initial employment in the District regardless of previous employment in the District, in another district or in another state.~~
 - (b) Contracts with administrative staff. Each member of the administrative staff on initial employment shall be given a written contract for a period not to exceed three (3) years subject to the condition that renewal of the contract from year to year will be based on an annual review of the services rendered and renewed only when acceptable and satisfactory service has been rendered. The first ninety-seven (97) days of the initial contract shall be a probationary period during which the employee may be dismissed without cause.
- (2) A contract year for principals, other school site administrators and instructional personnel may not exceed ten (10) calendar months of service unless otherwise approved by the School Board.

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STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 120.57; 1001.41, 1001.43; 1011.60, 1012.22;
1012.32, 1012.33; 1012.335; 1012.34; 1012.56, F.S.

STATE BOARD OF EDUCATION RULE: 6A-1.0502, 6A-1.064

HISTORY: ADOPTED: 7/30/02
REVISION DATE(S): 1/12/10;
FORMERLY: 3.08, 3.081

CHAPTER 6.00 – HUMAN RESOURCES

SALARY SCHEDULES

6.30*

All personnel shall be paid in accordance with salary schedules as adopted by the School Board.

~~Salary schedules shall include provisions for performance-based pay and differentiated pay in accordance with Florida Statutes.~~

All salary schedules and their implementation shall comply with the requirements of Florida Statutes.

STATUTORY AUTHORITY: 1001.41; 1001.42; 1012.22, F.S.

LAWS IMPLEMENTED: 1001.03; 1001.43; 1011.60;
1012.22; 1012.27; 1012.55, F.S.

STATE BOARD OF EDUCATION RULE: 6A-1.052

HISTORY: ADOPTED: 7/30/02
REVISION DATE(S): 8/14/07;
FORMERLY: 3.47, 4.25, 7.02

NURSING MOTHERS

6.47

- (1) Under the provisions of the Fair Labor Standards Act, the District shall provide reasonable unpaid breaks for an employee to express breast milk for her child for up to one (1) year after the birth of the child.
- (2) A private area, free from intrusion, shall be made available to the employee.
- (3) A nursing mother shall be responsible for notifying her supervisor of her intent to exercise her right under the Fair Labor Standards Act.
- (4) The Superintendent shall develop procedures for the notification of employees and for the implementation of this policy.

STATUTORY AUTHORITY: 1001.41; 1012.22; 1012.23, F.S.

LAWS IMPLEMENTED: 383.015; 1001.43; 1012.23, F.S.
FAIR LABOR STANDARDS ACT OF 1938 (29 USC 207, SECTION 7)

HISTORY: ADOPTED:12/13/11
REVISION DATE(S): YY/YY/YY
FORMERLY: NEW

CHAPTER 7.00 - BUSINESS SERVICES

BUDGET

7.01

The Superintendent shall prepare an annual District budget in the form prescribed by the Commissioner of Education. In formulating the budget, the Superintendent shall take into consideration the immediate and long range needs of the District's school system and student achievement data obtained pursuant to Florida Statutes. The Superintendent shall submit the proposed annual budget to the School Board for review. The School Board shall adopt a balanced budget in accordance with Florida Statutes and submit it to the Commissioner of Education on or before the date prescribed in State Board of Education rules.

In order to ensure appropriate preparation and management of the District budget, the Superintendent or designee is authorized to develop and implement appropriate budgetary accounting and record keeping procedures consistent with mandatory federal and state laws, rules, and regulations and with School Board rules. Such procedures shall be consistent with good business practices.

The tentative budget, the adopted budget, and any amended budget(s) shall be posted on the District's official website as required by law.

STATUTORY AUTHORITY:

1001.41; 1001.42, F.S.

LAWS IMPLEMENTED:

1001.43; 1008.385; 1010.01;
1011.01; 1011.02; 1011.03;
1011.04; 1013.61, F.S.

HISTORY:

ADOPTED: 7/30/02
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