



STUDENT HANDBOOK
2009-2010

WELCOME TO CAPE CORAL HIGH SCHOOL

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<http://www.cape-seahawks.com>

We are pleased that you have chosen to attend Cape Coral High School!

This Student Handbook supplies information about privileges, procedures, responsibilities, routines and rules that apply to all Cape Coral High School students.

It is our goal to provide a safe, positive, and stimulating educational environment for you. This handout has been prepared to help empower all students to take full advantage of their learning environment as they become active participants in the Cape Coral High School learning community.

Students, parents and staff should become familiar with the information in this handbook so that all stakeholders understand the business of this learning community. Remember, at Cape Coral High School, "Success is a Choice."

OUR BELIEF

All students, whatever their learning style, can learn.

Cape Coral High School Colors: Orange and Blue

Cape Coral High School Mascot: Seahawk

Cape Coral High School Motto: "All students, whatever their learning style, can learn."

MISSION STATEMENT

To prepare students for successful futures through literacy in all content areas.

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Absence Procedures

1. On the day a student returns to school from an absence, the student must bring a note from the parent or guardian that includes the following: the first and last name of the student, the student ID number, the dates of absence and the reason for the absence. The note must also include a parent/guardian signature and a daytime phone number where the parent or guardian can be contacted.
2. The student must submit the note to their first class of the day.
3. Upon returning to school, it is the student's responsibility to ask teachers for work missed during the absence. Students have the total number of school days absent plus one day to submit/complete missed work to be eligible for full credit. Teacher presentation, classroom discussion, reading prompts and questioning during an assignment are missed opportunities. While every attempt will be made to provide meaningful make up assignments, the quality of the classroom experience is irreplaceable with a sole written assignment.
4. If a student has excessive absences according to school board policy 4.16 in any class during a semester, credit may be denied.
5. All absences, whether excused or unexcused, shall be considered when determining excessive absences. School Board of Lee County policy defines the following as reasons to excuse an absence:
 - Personal illness or death of a relative
 - Religious holiday(s) of the specific faith of the student
 - Subpoena by any law enforcement agency
 - School related activities on or off campus

Attendance and Credits

Florida Statute 1003.21 requires that all children under the age of 16 years attend school regularly during the entire school year. Students who have excessive absences as defined by school board policy 4.16 in a semester (excused or unexcused) may be denied credit toward graduation for that course. Credit denial applies to all class absences including excused, unexcused, tardy to school and early sign-out from school. Credit denial can be issued for one class, some classes, or all classes. Credit denial will result in loss of credit regardless of the grade earned. Additionally, all students who have excessive tardies may be referred to the Child Study Team to be considered for possible retention or loss of credit.

Please assist the Staff of Cape Coral High School in ensuring the regular attendance to school of your student. If a student must miss school, and his/her absences exceed nine (9) in any class for the semester, be sure to submit (1) a doctor/dentist note, (2) court documentation, or (3) documentation of a family loss/crisis to the Attendance office; this documentation will be considered by the Child Study Team when it considers the restoration of course credit.

Attendance and FL Driver's License

Florida State laws require that students 14 to 18 years of age, who have not earned a high school diploma, must attend school regularly in order to maintain their driving privileges. School districts are **REQUIRED** to report to the State of Florida Department of Highway Safety and Motor Vehicles (DHSMV) the names of students who have accumulated 15 unexcused absences in a period of 90 calendar days. A student who is reported will be informed by the DHSMV that his/her name has been received and may lose the privilege to drive. The student may initiate a hardship waiver or request for reinstatement of driving privileges by contacting the Attendance Secretary at the school.

Auditorium

Proper behavior must be exhibited at all times. Food, beverages and gum are prohibited. Students are prohibited from standing on seats, draping their legs over seats, or placing their feet on the backs of seats. Students are expected to enter the auditorium in an orderly manner and fill the seats from the front to the rear, filling all seats between students. The audience is expected to give full attention to the performers/speakers and show appropriate appreciation.

Block Scheduling

(See Regular Bell Schedule in the Appendix)

This year the School District of Lee County and Cape Coral High School will incorporate an Alternating Block Schedule which will replace the 7-period schedule that we have used in previous years. This new scheduling plan will allow students to take one additional class each semester. At the end of their high school careers, Cape Coral students will have had an opportunity to take eight more classes and earn four additional credits. The schedule will translate into increased opportunities for students to: explore electives, devote more time to selected areas, pursue additional advanced classes, and complete remedial classes. The ALTERNATING BLOCK increases time per class, allowing for more depth and continuity of instruction. On Orange Days students will meet periods 1, 3, 5, and 7. On Blue Days students will meet periods 2, 4, 6, and 8.

Although the alternating block will be an adjustment for our staff and students, it offers several positive aspects, which include:

- Additional schedule flexibility.
- Fewer class changes per day.
- More time for science labs and classroom activities; academic programs will benefit significantly from the availability of increased time-on-task.
- Fewer class changes should result in fewer tardy opportunities.
- Fewer books to carry per day.
- Homework will focus on four classes per night, rather than seven or eight classes per night.
- Increased contact hours required for Career and Technical Education certification programs.
- Educational research indicates that students can benefit from the flexibility offered by Block Scheduling.
- Students benefit from exposure to the same scheduling alignment used in post-secondary scheduling.
- Time available for lunch each day is unchanged.

Bullying

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

- Teasing
- Physical violence
- Social exclusion
- Theft
- Threats
- Public humiliation
- Intimidation
- Destruction of property
- Stalking
- Cyber bullying

Bus Regulations

Riding the school bus is a privilege. Improper conduct will result in disciplinary action. The following list of rules will be in effect:

- Students are expected to obey the driver who is in charge of the bus.
- Students will be held accountable for inappropriate conduct at their bus stop and from the time they board the bus until they get off the bus.
- Students must keep their heads and arms inside the bus at all times and must remain in assigned seats.
- Food, beverages, tobacco products, chewing gum or any prohibited item or substance is prohibited on the bus.
- Abusive language, bullying, profanity, fighting are unacceptable and will not be tolerated. The following items are prohibited: balls, bats, cell phones, electronics, fireworks, glass containers large or sharp objects, and pets.
- Only regularly scheduled bus students are authorized to ride the school buses.
- Lee County Transportation Department policy states that students may only ride the bus to which they are assigned and are expected to only use the bus stop assigned.
- Bus passes are available in the front office but will only be issued in emergency situations. To obtain a bus pass, a pre-arranged written and verifiable note from the parent/guardian must be presented to the front office before the start of school. The note must include a telephone contact number for the parent or guardian.
- At dismissal, buses depart the school on time; students who miss their bus are expected to arrange alternative transportation home.
- In general, students are expected to maintain the same basic standards of conduct on their school buses as they would display in their classrooms. Bus drivers must be afforded the same standard of courtesy and respect as classroom teachers or any other adult that students interact with while at school.

Cafeteria

In order to accelerate the meal checkout process and restrict unauthorized access to student lunchroom accounts, **students must use their student ID card to scan for each cafeteria transaction.**

Student behavior in the cafeteria is expected to exemplify standards of courtesy and cleanliness. When finished eating and before leaving the cafeteria, students are expected to remove trays, food and beverages, and packaging from tables and properly deposit the items in appropriate trash and recycling receptacles. Cutting in line, failing to remove trays or litter from tables and throwing food will result in disciplinary action. All food and drink must stay in the cafeteria. Students must remain in the cafeteria during lunch unless they have a prearranged pass to go to another supervised destination. **The use or display of cell phones and musical recording devices (iPods, MP3 players, etc.) is unacceptable.**

Camera and Video Use

Any camera or video use on campus (to include cell phone cameras) must have prior administrative approval. Members of school organizations or classes (news reporters, Yearbook staff members, etc.) who operate under the supervision of staff members and who have been trained in privacy law policies may operate cameras and video equipment to the extent required by their activity.

Cell Phones

The use of cell phones on campus is only allowed before and after school. Cell phones must be off and out of sight during the school day, including lunch time. Students who need to make calls during the school day must obtain permission to use an office phone. Parents who need to contact their child/children for emergencies during the school day may call the school (574-6766). Any non-emergency message can be accessed by students after school is dismissed. Continued student abuse of cell phone use will be considered insubordination and will result in disciplinary consequences as outlined in the code of conduct.

Change of Address and Telephone Information

To insure that the school has the most current address information, students are required to submit written verification to the Information Specialist as soon as they obtain a new address. Bills, rental agreements, or any other document that includes the new address can serve as acceptable verification documentation. Throughout the school year, important information is mailed home; for this reason, **it is essential to keep this information updated**. Remember that it is equally important to provide the school with timely notification of phone number changes. It is absolutely essential that we be able to contact a parent or guardian quickly should an emergency situation arise!

Cheating

Every student must have the opportunity to experience the pleasure of academic growth and garner the recognition earned by their individual efforts. To be effective in this regard, students must commit to individual excellence. Cheating is defined as the inappropriate, deliberate and unauthorized distribution or use of information, notes, materials, or work of another person in the completion of an academic exam, test, or assignment. Cheating is further defined as the act of allowing another person the unauthorized use of your information, notes, materials, or work in the completion of an academic exam, test, or assignment. *Plagiarism* is a form of cheating. It is passing off the ideas or words of another as if they were your own or using a published source without crediting the source. Cheating will result in an academic consequence. A grade of zero will be entered for the exam, test or assignment and a parent or guardian will be notified of the incident.

Clinic

The clinic is available to students who need to receive immediate minor medical treatment. ***All students must have an emergency information card on file in the clinic.*** Students who become ill during the day must report to the clinic with a pass from his/her teacher or administrator. The clinic assistant will contact a parent if the student needs to go home; otherwise, the student will be returned to class within 10 minutes. All calls regarding student illness must be initiated from the Clinic. All medication, including aspirin or other over-the-counter medicines, that must be taken at school must be left in the clinic with the appropriate forms. The clinic will only dispense medicine, prescribed or over-the-counter, with the appropriate forms on file. Passes for the elevator are issued through the clinic.

Closed Campus

Cape Coral High School operates a closed campus and entry and departure is closely monitored by security and office personnel. Visitors to the school must have valid business at the school; visitors must pass through the campus security entry point and sign in at the front office. Students who must leave campus before the end of the day need to present a written request from a parent/guardian to the main office before the start of the school day. The request must include the reason for signing out, mode of transportation, and telephone number where the parent/guardian can be reached for verification.

Code of Conduct

The *Code of Student Conduct* is the official district reference for matters of discipline. Every student is issued a copy at the beginning of the school year or upon enrollment at Cape Coral High School. Students are expected to be familiar with the contents of this document.

Computer Misuse

Students who tamper with computers, operating systems, applications, or other software to alter them or render them inoperable will face disciplinary action. Students are prohibited from using any software applications or disks from outside school without first having them checked for viruses and copyright by a technology specialist. School computers are exclusively intended for school related use. Students are prohibited from any form of gaming. Students may only visit sites authorized or assigned by an instructor. Abuse of this policy will result in disciplinary action and revocation of computer privileges.

Drop Everything and Read (D.E.A.R.)

The purpose of D.E.A.R. at Cape Coral High School is to foster a life-long habit of reading and to increase achievement in reading comprehension and vocabulary development. The program is supported by research that suggests that students who read daily for a sustained period of time demonstrate high academic achievement. D.E.A.R. time will be scheduled Fridays, for fifteen consecutive minutes at the beginning of each class. During D.E.A.R. sessions, students are encouraged to read self-selected fiction or non-fiction materials. Magazines will be allowed on a very limited basis because it is difficult to attain the goal of fifteen minutes of sustained silent reading when reading a magazine. Students are expected to be prepared when D.E.A.R. sessions take place in their classes.

Detentions

Detentions are issued for minor infractions of school rules and violations of classroom expectations. Both teachers and administrators may assign detentions. Written 24-hour notice of the detention will be given to the student and an attempt will be made to notify the parent/guardian. Failure to serve or reschedule a detention will result a more severe disciplinary action.

Discipline

Students are expected to observe the rules of the Code of Conduct during the school day, on school buses, and at any school related activity or athletic event. Failure to comply will result in disciplinary action in alignment with the code of conduct. Any student who is charged with an offense has the right to appeal his/her punishment to the Principal. Students are assigned to an assistant principal by alphabetical distribution.

Dress Code and Appearance Standards

Cape Coral High School considers school to be a student's workplace. Though some clothing may be appropriate to wear when socializing with friends or going on outings, they may not be appropriate for school. Cape Coral High School enforces the student dress code adopted by The School District of Lee County. The purpose of our dress code policy is to encourage students to focus on the learning process without the distractions of unsuitable dress and grooming. Students in violation of the dress code will be given an opportunity to secure alternate apparel. If they are not able to do so, they will be assigned to the time out room for the remainder of the day.

Students shall maintain a clean, orderly appearance at all times.

- Shoes shall be worn at all times. Athletic shoes must be worn during Physical Education class.
- Shirts or blouses shall be appropriately fastened in accordance with the design of that shirt or blouse. The length **must extend below** the top waist line of the pants or skirt without the shirt being pulled down.
- All shirts and blouses must have sleeves and shoulders must be covered. Transparent or see-through tops, spaghetti strap style dresses or shirts, muscle shirts, or other clothing that may be distracting are prohibited.
- All pants must be ankle length and be fastened at the waist. Shorts, skorts, and pajamas are unacceptable. Mid-

- Dress and Skirt hemlines must be at an acceptable length. The 3 inch side of a 3x5 index card may be used as a measurement guide for appropriate length (even when worn with leggings).
- Clothing that allows undergarments to show is unacceptable.
- Pajamas, blankets and bedroom slippers are prohibited at school.
- Any articles of clothing or jewelry that could likely cause injury, such as belts, chains, bracelets, rings, chokers (with or without spikes or studs) are prohibited. Wallet chains of any length or removable chains as an accent on clothing are prohibited.
- Gang-related tattoos, or other tattoos that may cause a substantial disruption to the educational environment as determined by the principal, are prohibited.
- Apparel or symbols, which may be gang or cult related, are prohibited.
- Apparel emblems, insignias, badges or symbols that promote the use of alcohol, drugs, tobacco, weapons or any illegal activity are prohibited.
- Clothing with slogans, emblems or advertising, which by its controversial or obscene nature disrupts the educational setting, is prohibited.
- Hair coloring or style that may cause a substantial disruption to the educational environment, as determined by the principal, is prohibited.
- Adornments that are attached (pierced) to exposed body parts, other than the ear, are prohibited. Examples of prohibited adornments to exposed body parts include, but are not limited to, objects attached or pierced to the tongue, nose, eyebrow, cheeks, lips and teeth.
- Wearing hats, caps, headgear, sunglasses or gloves on campus except in conjunction with designated school-approved uniforms or at authorized athletic practices or activities, is prohibited. Bandanas, hoods, and stocking caps are prohibited.
- A uniform is required for physical education classes; uniforms are available for purchase from the P.E. Department. Hats may only be worn during outdoor P.E. activities.
- Additional specific attire may be suggested for various academic activities and projects.
- Students serving internal suspension are expected to meet dress code expectations.
- Students are expected to meet dress code expectations while on campus each day of school and when representing our school in after school events.
- The final decision as to whether an item is appropriate for school (as determined by this dress code) rests with the school administration. Should additional issues arise that become safety or administration concerns the administration may alter the dress code requirements.

Drug and Alcohol Use

Any student who possesses, uses, gives, sells and/or is under the influence of illicit drugs, narcotics or alcohol in or on school property, including buses and at school sponsored activities, will be (1) considered for expulsion from school; (2) considered for reassignment to an Alternative Learning Center; and if appropriate, (3) reported to the appropriate law enforcement agency for possible legal action. Cape Coral High School has zero tolerance for drug and alcohol possession/use. Possession, use, sale or distribution of over-the-counter (OTC) medication and any equipment used for the purpose of preparing or taking drugs will also result in immediate disciplinary consequences.

Elevator Use

Students are restricted from using the elevator unless they are in possession of an elevator pass. Elevator passes are issued through the main office. Passes are generally intended for short periods of time but can be extended on a more permanent basis, should a medical requirement dictate.

Emergency Drills

Emergency drills will occur at regularly schedule intervals throughout the school year. These basic rules shall apply for any Emergency Drill:

1. Follow emergency instructions as directed during each drill.
2. Respond quickly and quietly during each drill.
3. Stay with your class at all times and report to your teacher for attendance.

Equity

Everyone who works and learns in The School District of Lee County has a right to feel respected and safe. A harasser may be a student or an adult. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, the principal, or the equity coordinator. You may also make a written report. It should be given to a teacher, counselor, the principal or the equity coordinator. Your right to privacy will be respected as much as possible. We take seriously all reports of sexual harassment and harassment based upon race, color, rational origin, and disability, and will take all appropriate action to investigate such claims to eliminate that harassment and to discipline any persons found to have engaged in such conduct. The School District will also take action if anyone tries to intimidate you or take action to harm you because you made such a report. When related to sex, race, national origin, or disability, harassment may include the following:

Sexual Harassment:

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when submission to that conduct is used as a factor in decisions concerning educational opportunities, awards, grades, and other opportunities provided by the School District. Examples of conduct, which may constitute sexual harassment, include:

- Touching oneself sexually or talking about one's sexual activities in front of others;
- Coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;
- Sexual jokes or gestures;
- Graffiti of sexual nature or notes and cartoons of a sexual nature;
- Forcing or attempting to coerce or force sexual intercourse or a sexual act on another person;
- Unwelcome touching, patting, pinching, or physical contact other than necessary restraining of pupil(s) by school personnel to avoid physical harm to persons or property;
- Offensive or graphic posters or book covers;
- Violent acts; or
- Unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status.

Harassment because of race or color:

Racial harassment of a student consists of verbal or physical conduct relating to an individual's race or color, when:

1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening or abusive educational environment;
2. The harassing conduct has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance; or
3. The harassing conduct otherwise adversely affects an individual's learning opportunities.

Examples of conduct, which may constitute harassment because of race or color include:

- graffiti containing racially offensive language
- name calling, jokes, or rumors
- threatening or conduct directed at another because of the other's race or color
- notes or cartoons
- racial slurs, negative stereotypes, and hostile acts which are based upon another's race or color
- written or graphic material containing racial comments or stereotypes which is posted or circulated and which is aimed at degrading individuals or members of protected classes
- a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race, or color
- other kinds of aggressive conduct such as theft or damage to property that is motivated by race or color.

Harassment based upon National Origin or Ethnicity:

Ethnic or national origin harassment of a student consists of verbal or physical conduct relating to an individual's ethnicity or country of origin or the country of origin of the individual's parents, family members or ancestors when:

1. the harassing conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, or abusive educational environment;
2. the harassing conduct has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance, or
3. the harassing conduct otherwise adversely affects an individual's learning opportunity.

Examples of conduct, which may constitute harassment because of national origin or ethnicity include:

1. graffiti containing offensive language which is derogatory to others because of their national origin or ethnicity
2. threatening or intimidating conduct directed at another because of the other's national origin or ethnicity
3. jokes, name calling, or rumors based upon an individual's national origin or ethnicity;
4. ethnic slurs, negative stereotypes, and hostile acts which are based upon another's national origin or ethnicity
5. written or graphic material containing ethnic comments or stereotypes which is posted or circulated and which is aimed at degrading individuals or members of protected classes
6. a physical act of aggression or assault upon another because of, or in a manner reasonably related to, ethnicity or national origin
7. other kinds of aggressive conduct such as theft or damage to property that is motivated by national origin or ethnicity.

Harassment because of disability:

Harassment because of the disability of a student consists of verbal or physical conduct relating to an individual's physical or mental impairment when:

1. the harassing conduct is so severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, or abusive educational environment;
2. the harassing conduct has the purpose of substantially or unreasonably interfering with an individual's work or academic performance; or
3. the harassing conduct otherwise adversely affects an individual's learning opportunities.

Examples of conduct, which may constitute harassment because of disability, include:

- graffiti containing offensive language which is derogatory to others because of their physical or mental disability;
- threatening or intimidating conduct directed at another because of their physical or mental disability;
- jokes, rumors, or name calling based upon an individual's physical or mental disability;
- slurs, negative stereotypes, and hostile acts which are based upon another's physical or mental disability;
- graphic material containing comments or stereotypes which is posted or circulated and which is aimed at degrading individuals or members of protected classes;
- a physical act of aggression or assault upon another because of, or in a manner reasonably related to an individual's physical or mental disability;
- other kinds of aggressive conduct such as theft or damage to property that is motivated by an individual's physical or mental disability.

Extracurricular Activities

Cape Coral High School believes that a high school experience should extend beyond the classroom. For this reason, a full-range of extra-curricular activities is available. Hopefully, you will find an activity outside the classroom that will meet your interests, help you develop leadership and teamwork skills, and provide life-long interests.

All extra-curricular activities are supervised by authorized adults and are Title IX compliant. Students are also encouraged to support activities as spectators.

Athletics – Athletics afford students the opportunity to represent their school, family, friends, community and themselves in competition. The Florida High School Activities Association (FHSAA) regulates athletic eligibility. Most incoming freshmen are eligible at the beginning of the school year; however, they must have a minimum 2.0 Grade Point Average (GPA) by the end of the first semester. All upper-class students must have a 2.0 cumulative GPA in order to be eligible to participate.

Clubs and Organizations – Various clubs and organizations offer opportunities for students to participate in activities that mirror their interests. Clubs will be organized on the basis of student interest.

All clubs require a slate of officers, a faculty sponsor, and a written constitution and/or by-laws. Students interested in forming a new club should consult the Athletics/Activities Secretary for further guidance. For a current list of active clubs, please see Club Listing in the Appendix.

Dances, Performances, Etc. – Throughout the year, evening performances and exhibits are presented to students, parents, and community. Picture identification and/or tickets are mandatory for attendance to dances. Guests will be permitted at the Homecoming Dance and Junior/Senior Prom according to established guidelines.

Students must remain with the sponsor during the activity and report to the designated pickup area when the activity ends. Students must only be on campus after school hours when participating in a school sponsored activity. Students must go to their lockers prior to the activity; locker areas will be closed 10 minutes following afternoon after-school dismissal.

Any student participating in an after-school activity or athletic event must be in attendance for at least one half of the school day, a MINIMUM of at least two class blocks. Students who are suspended from school attendance are prohibited from participating in or attending any after school activities at any Lee County school during the suspension. Failure to comply could result in an arrest for trespassing.

Felony Charges

By state mandate, when a student is charged with any felony, the school must notify each of the student's teachers of the charges. The student may be referred to the Alternative Learning Center until the disposition of the case.

Fighting

Student safety is a top priority at Cape Coral High School. Any student who is involved in a fight, regardless of who initiates the fight, will be externally suspended from school and may be recommended for placement in the Alternative Learning Center. Any student who fails to stop fighting when told to do so will be suspended for an extended period of time and may be considered for expulsion.

Food and Drink

With the exception of water, food and drink are only permitted in designated dining areas. Students are prohibited from bringing food or drink (except water in clear plastic containers) into the classrooms, hallways, indoor athletic facilities, and auditorium. Violations of this policy will result in disciplinary action.

Free or Reduced Lunch

Free or reduced lunches are available to students who meet federal guidelines. Applications will be distributed on the first day of school. Applications are also available from the school bookkeeper. To qualify for free or reduced price meals, students must re-apply each year. **Students who use another student's ID number in order to procure a free or reduced lunch will be subject to disciplinary consequences.**

2009-2010 MEAL PRICES

	Breakfast	Lunch
Full Price	\$1.00	\$2.25
Reduced	\$0.30	\$0.40

Gang Activity

Any student demonstrating gang-type behavior or activity (bandanas, tattoos, hand signs, T-shirts with symbols, notebook drawings, graffiti, other clothing, etc.) will be subject to Level II or Level III disciplinary action as defined in the Lee County Code of Conduct. Involvement in a fight at school, which is considered to originate from gang activities occurring on or off campus, will result in an immediate recommendation for expulsion from Cape Coral High School.

Grade Reports

Report cards are distributed four times per year. Printed Interim Reports are issued during week four of each quarter. To answer parental concerns, teachers may be reached electronically through Cape Coral High School website or by phone during their planning or conference time.

Additionally, parents can access current grades at any time through Parent Link (a web based reporting system).

Grading Scale

A 90-100% (4.0) **B** 80-89% (3.0) **C** 70-79% (2.0) **D** 60-69% (1.0) **F** 0-59% (0.0)

Guidance/Curriculum Services

Students are assigned to school counselors alphabetically by last name and/or grade level. All students will be scheduled for consultative visits with their guidance counselor during the school year. Any student who needs to see a counselor is to complete a Counselor Request Slip and turn it in to a counselor at the cafeteria table.

All testing is coordinated through the Guidance department. Some standardized tests are optional and require fees. Students can discuss their particular testing needs with a counselor. Test dates and other pertinent information concerning the ACT and SAT are available in the Guidance Office. The Florida Comprehensive Assessment Test (FCAT) is required for graduation from high school.

Counselor Assignments and Responsibilities

Ms. Saldana	Ms. Cotoni	Ms. Brooks	Ms. Marzonie	Ms. Daniels
A – G	H & IB Students	I – Pa	Pe – Z	Career Specialist

Hallway Behavior

Students are expected to proceed from class to class in a quiet, courteous fashion. Loud, rude or aggressive behavior will result in disciplinary action. To facilitate the movement of traffic, students should walk to the right and avoid impeding traffic by standing in groups. Common courtesy must be practiced in the hallways at all times when on campus and at school sponsored activities or events.

Hall Passes

Student's wishing to leave class before a period is over or leave an assigned area must first receive a pass from their teacher or supervising adult. Students in the hallways during class without passes will be sent to the ISS Room and may receive disciplinary consequences.

Hurricane Preparedness

Student and staff safety are the primary factors in making a decision to close schools if severe weather threatens. Unless there is a clear threat of danger, the decision to close school will be made by the School Superintendant around 4:00 a.m. and announced through local television stations and NOAA Weather Alert Radios. Those announcements will begin at 5:00 a.m.

Inappropriate Language/Behavior

Any student engaging in inappropriate behavior or the use of profanity, racial slurs or other inappropriate/offensive language will face disciplinary action. Inappropriate behaviors include, but are not limited to: bullying, sexual harassment, unwelcomed physical contact, distribution or possession of unapproved publications, and unauthorized use of school technology.

Interim Grade Reports and Semester Exam

In addition to end-of-quarter grades, Interim Grade Reports will be distributed to students each quarter. It is the student's responsibility to share the interim report with his/her parents or guardians.

	Interim Report Day	End of Quarter	Professional Day	Report Card Day for Secondary Schools
Quarter 1	Tuesday September 22, 2009	Wednesday October 28, 2009	Thursday October 29, 2009	Tuesday November 10, 2009
Quarter 2	Monday December 7, 2009	Friday January 22, 2010	Tuesday January 26, 2010	Thursday February 4, 2010
Quarter 3	Thursday February 25, 2010	Wednesday March 31, 2010	Thursday April 1, 2010	Tuesday April 20, 2010
Quarter 4	Monday May 10, 2010	Tuesday June 15, 2010	Wednesday June 16, 2010	Monday June 29, 2010

Late to school

Students who arrive more than 10 minutes late to school must sign in at the main office to receive a pass (excused or unexcused) to class. Late students will only be admitted to class with a pass from the main office. Students who fail to sign in before going to class are subject to disciplinary action. Student bus riders arriving on a late bus will receive an excused late bus pass from the office of student services.

Lockers

Students may rent a hallway locker and a combination lock for a non-refundable fee of **\$5.00**. Physical Education locks and lockers are available from rent for \$3.00. Students interested in renting a PE locker should contact their Physical Education or Hope instructor. Lockers are subject to search by the administration or K9 officers at any time. Responsibility for lost or stolen items stored in lockers rests with the student.

Lost and Found

Articles found in and around school are turned into the Student Service Office. Owners may claim their property after proper identification. Lost library or text books must be returned directly to the Media Center. Any item unclaimed within a quarter will be donated or discarded.

Make-Up Work

When students are absent from class, make-up work will be provided. It is the responsibility of the student or parent/guardian to request make-up work. Students will have at least the number of days absent plus one day to complete make-up work.

Media Center

The Media Center is open the entire school day and all students are encouraged to use it. The Media Center has print material (books, magazines, and pamphlets) available for study and recreational reading, as well as a full-service computer research center. The Media Specialist offers assistance in locating information and helping with special projects. The following rules govern the Media Center:

1. Food and beverages are prohibited.
2. Students must have their student ID with them to visit the Media Center.

Messages/Deliveries

Telephone messages will be delivered for emergencies only. Any gift deliveries (flowers, balloons, etc) made to the school will be held for the student in the main office until the end of the day. Students are prohibited from taking these items on the bus.

ParentLink System

The ParentLink System allows the Lee County School district to achieve superior school-to-home communication. It provides up-to-date information about each student's grades and assignments, personal messages from the student's teachers about their students' struggles and improvements, as well as classroom events. ParentLink also lets parents know when their children are missing classes, or when their lunch balances get too low. In addition to school and teacher-initiated messages, parents can actively participate in two-way conversations with teachers through email and voice messages. ParentLink is easily accessible from the Cape Coral school website.

Posters, Signs and Flyers

Distributing or posting flyers or handbills advertising non-school activities is only permitted with prior approval from the Principal. The Principal or an Assistant Principal must approve posters for school activities prior to posting. Four Bulletin boards are located about the building for student use of approved postings. Taping or pinning posters to the walls is prohibited.

Prohibited Personal Items

To maintain focus on classroom instruction and student learning, the use of the following personal items are prohibited during school hours:

1. Possession, use, and/or storage of contraband to include, but not limited to lighters, toys, games, radios, CD players, MP3 players, headsets, laser pens/pointers, etc. during regular school hours.
 - 1st Offense – Level I: (Warning); Taken and Returned at End of Day
 - 2nd Offense – Level I: Taken and Returned to Parent
 - 3rd Offense – Level II: 1 day ISS; Taken and Returned to Parent
 - 4th Offense – Level II: 2 day OSS; Taken and Returned to Parent
2. Displaying or use of any communication or recording device, such as but not limited to, cellular telephones, text messaging devices, digital cameras, etc., during regular school hours:
 - 1st Offense - Level I: (Warning); Taken and Returned at End of Day
 - 2nd Offense - Level II: (2 days ISS); Taken & Returned after 2 Days of ISS

- 3rd Offense - Level II: (3 Days OSS); Taken & Returned after 3 Days of OSS
- 4th Offense - Level II: (3 Days OSS); Taken & Returned to Parent
- 5th Offense - -Level II: (3Days OSS); Taken & Returned after 3 Days of OSS
- 1st Offense (major) - - Level III: (Admin. Review); Taken & Returned to Parent at Admin Review

3. Skateboards must be stored and secured during the school day. All musical instruments must be stored in band or choir rooms during the school day.

Continued infractions will be considered insubordination and will result in more severe disciplinary action.

Responsibility for lost or stolen personal items rests with the student.

Public Display of Affection

Public display of affection is in poor taste and students should refrain from kissing, embracing, or engaging in similar behavior on campus. Violations of this regulation will result in a disciplinary consequence in accordance with the Lee County School District Code of Conduct.

Schedule Changes

Students must make every effort to make necessary schedule changes in the summer before school begins. Appointments can be made with school counselors during the week preceding the opening of school to discuss first semester schedules and prior to the beginning of the second semester to discuss second semester schedules. After the semesters begin, schedule changes will only be made if a student is enrolled in a class that he/she has failed to meet the pre-requisite for or if the course has been mastered as documented by a grade of C or higher.

School Insurance & Sports and Cheerleading Insurance

School insurance is available to all students. Purchase of this insurance is optional and is either a primary or supplemental insurance based on the coverage needed. Certain activities during the school year are physical in nature (Powder Puff football, student-faculty sports challenges, etc.). A Hold Harmless form is mandatory, and private insurance is encouraged for participating students. Prior to participating in cheerleading or team sports, student athletes and cheerleaders must show proof of accident/health insurance or purchase mandatory accident insurance through the school. The cost of this type of coverage will vary depending on the sport.

School Resource Officer

A School Resource Officer (SRO) is assigned to Cape Coral High School on a full-time basis and is generally available during hours of the school day and many after-school activities. The SRO is an active-duty law enforcement officer, representing the Cape Coral Police Department. The SRO may serve as a classroom lecturer and resource in matters concerning the law and law enforcement. The SRO serves as a positive role model for students and offers counsel to students and faculty alike.

School Store

A school store, containing a limited supply of school-related items, is operated by Marketing students in Room 113. Students may purchase items from the store from 7:00-7:10 a.m., 1:45-2:00 p.m., and during lunch shifts.

Search and Seizure

Florida Law and Lee County School Board Policy provides if, at any time, there is a reasonable suspicion that a student is concealing stolen or illegal property, alcoholic beverages, illegal drugs, weapons, or any tobacco products, a member of the administrative staff may detain and search the student and his or her locker, possessions, and/or vehicle. If a student is found in possession of any of the before-mentioned items, serious disciplinary action including consideration of expulsion and/or legal actions will be administered. A handheld metal detecting device may be used to scan students. Trained canine officers, accompanied by the Cape Coral Police Department, will be used to conduct periodic searches of the campus, including the parking lot and student lockers.

Semester Exams

Exams are only given on scheduled dates. Failure to take a semester exam will result in a grade of "0" until the exam is completed. Requests to take the exam at a later date must be submitted to the teacher or administration.

Student Sign-In and Sign-Out Procedures

All students signing in or out of school must do so through the front office, even students returning to school after previously signing out on the same day. Students signing out must have a parent note that includes a valid phone number for verification. Any parent arriving at school to sign a student out must do so at the front office and provide a valid photo ID.

Skipping Class

Any student who fails to report to or leaves an assigned class, activity or area without receiving proper approval and/or following the established procedures for checking out of a class will be considered skipping--and will be referred for disciplinary action. Any student absent from class for 10 minutes or longer without proper authorization will be considered skipping and will be referred for disciplinary action.

Student Government Association (SGA)

The Student Government Association is the representative body for all students and serves as the over-arching umbrella for all student organizations. SGA represents the desires and concerns of Cape Coral High School students and is a vital link between the student body and the administration. SGA members are elected by the student body.

Student Identification Cards

All students will receive an identification card with picture and I.D. number. Students must have their ID card with them **AT ALL TIMES WHILE ON CAMPUS.** It is necessary for students to present this card to receive textbooks, purchase items in the cafeteria and to check out materials in the Media Center. If necessary, replacement cards may be purchased in the Media Center for \$5.00.

Student Parking

- Student parking spaces are limited. Priority is given to upper classmen in good standing.
- Students driving to school must purchase yearly parking permits. The cost of the parking permit is \$15.00 and requires a completed application form with parent and student signature. A copy of student's driver license will be made at the time of issuance.
- Driving to school is a privilege. Failure to drive in a safe manner, parking in an unauthorized area or violating

- Excessive unexcused tardies or absences may result in loss of parking privileges.
- Any out of school suspension; use of a vehicle to skip and/or transport others off campus without permission will result in a loss of parking privileges.
- Behavior that causes a disruption to the safety of student drivers will result in denial or revocation of parking permits.
- A Final Warning Notice may lead to a vehicle being towed at the owner's expense.
- Cape Coral High School is not responsible for vehicles or their contents.
- Trained canine officers accompanied by Cape Coral Police Officers and school administration conduct periodic searches of the parking lots.
- Possession, use or distribution of drugs, alcohol, or weapons on campus is prohibited; violations will result in loss of parking permit and further disciplinary consequences.

Student Planners

Generic planners will be available in room 215 at a cost of \$3.00. *Incoming freshmen are encouraged to purchase and use these tools to aid their transition into the high school environment.*

Sun Protection

To help prevent students from continuing exposure to the sun, caps and sunglasses may be worn during PE classes, on outdoor field trips, and during any other school-sponsored outdoor activity. When students are indoors, these articles must be removed and placed in a designated storage area. Hats and sunglasses should be clearly labeled with the student's name.

Shatterproof plastic U.V. protective sunglasses are recommended for all outside activities. Polycarbonate lenses provide the utmost impact resistance. U.V. coating for all prescriptions lens is appropriate.

Sunscreen also provides beneficial protection against sun exposure. If parents wish to have their student protected, sunscreen should be applied to all exposed skin surfaces before the student dresses for school. This will provide protection to the student during the time traveling to school as well as during the remainder of the day.

Suspension

Internal School Suspension (ISS). The Internal Suspension Program is designed to offer a structured learning environment and is a Level II disciplinary action used prior to external suspension. Students assigned to ISS will report to Room 106 where they will remain for the duration of the suspension. Students will eat lunch in with the ISS room. Students should arrive prepared to study, read, or complete assignments; when requested, teachers will forward any daily work that can be completed. While in ISS, students are expected to remain alert and quiet. All dress code and disciplinary policies will apply. Students who create a disruption while assigned an internal suspension are subject to Out-of-School suspension in accordance with the Code of Conduct.

Out-of-School Suspension (OSS). Students who violate the district's Conduct Code may find themselves suspended out-of-school (OSS) for up to ten (10) school days as a result of Level II or III consequence for more serious behavior. Students who are suspended from school are prohibited from attending any activities at any Lee County School. Students who enter any Lee County School Board property while suspended are subject to arrest for trespassing. Students given an OSS consequence will have an opportunity to make-up missed work.

Tardiness

Students are expected to be on time to school and on time to each class. Chronic tardiness will subject students to disciplinary action according to the policy established by Cape Coral High School and the School District of Lee County's Attendance Policy. Additionally, accumulating more than five (5) unexcused tardies in a course during a quarter may result in a loss of credit for that course.

Telephones

In an emergency, student access to a telephone may be arranged in the Student Services Office. **Student cell phone use is prohibited during school hours in any area of the school campus** (See cell phones for more details).

Textbooks

All basic texts are checked out to students for their use during the school year. Students are responsible for the books checked out to them. Textbooks are to be kept clean and handled carefully. When returned, textbooks must have the correct barcode intact in order for students to receive credit for the returned book. Students are responsible for replacing lost or damaged textbooks.

Tobacco and Tobacco Products

The use and/or possession of tobacco products and lighters are prohibited. Students who violate this policy are subject to the provisions of the Code of Conduct. This policy applies during the school day, on school property after school hours, and at all school-sponsored activities. Students found in possession of tobacco or tobacco products will be subject to disciplinary action; underage students will be subject to a \$25.00 citation by the Cape Coral Police Department. Continued violations will result in increased fines.

Trespassing

Only Cape Coral High School students, authorized family members, registered volunteers, school district employees, and those having legitimate business with /at Cape Coral High School are permitted on school grounds. All visitors are to report to the main office (228.091, Florida Statutes). Any student who is suspended from school shall be prohibited from being on any Lee County School District property, to include after-school activities or sporting events. If suspended students are seen on campus, they shall be reported to law enforcement officers and may be subject to arrest for trespassing. Students may only visit other school campuses during the school day with the prior approval of an administrator from that school.

Unauthorized Areas

To provide a safe and orderly environment, certain areas of the campus are designated "OFF LIMITS" during the school day. Students found in these areas without authorization will face disciplinary action:

1. The parking lot and bus ramp (except when arriving or leaving or after obtaining valid authorization).
2. The auditorium, athletic fields, gymnasium and stadium without permission.
3. Stairwells except during class change.
4. Anywhere outside of the building without an adult.
5. Any teacher planning area, break room, work room, or any storage area.
6. Any cafeteria area except before school and during designated lunch times.

7. Any area of the building during class periods, which has not been designated specifically for that student's use, may be considered an unauthorized area (Example: A student with a restroom or clinic pass who is found in the cafeteria, etc.)

Valuables

Students are cautioned to leave large amounts of money, electronic devices, and/or other valuables at home. Valuables should always be attended in cafeteria, classroom, hallway or PE locker areas. Students are encouraged to rent hallway and P.E. lockers to secure personal articles. **Cape Coral High School assumes NO responsibility for lost, stolen and/or unattended items.** Responsibility for lost or stolen items rests with the student.

Vandalism

Cape Coral High School is a source of pride for students, staff and community alike. Students who vandalize school property will be required to pay for damages and will be subject to suspension and/or legal action.

Visitors

All visitors are to report directly to the Main Office, sign in, and obtain a visitor pass. This pass must be clearly visible during the time visitors are on campus.

Weapons

It is a felony to possess a weapon on school grounds. A weapon is defined as any instrument or object that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. (See the Code of Conduct for a complete listing of items that could be considered to a weapon.) Weapons are prohibited from being carried on a student's person or in any possession including book bags, vehicles and lockers. Any student in possession of a weapon is subject to expulsion.

Withdrawing from School

Withdrawal procedures for students are initiated at the request of the parent or guardian and must first be coordinated through the Guidance Department. Once coordinated, these requests must be made in person at the Registrar's Office or by letter (which will be verified by telephone). The student must return all books, fulfill all financial obligations, return all materials, and obtain a completed withdrawal form from the Registrar's Office prior to leaving school.

FALL SPORTS**COACH**

Football Coach	Mike Goebbel
Cross Country (B)	Doug Dingerson
Cross Country (G)	Doug Dingerson
Volleyball	Lindsey Conley
Golf (B)	Charlie Pease and Dave Fortner
Golf (G)	Jodie Godwin
Diving	Robert Schneider
Swimming (B)	Dianne Kimble
Swimming (G)	Ann Smith
Var. Cheerleading	Ashley Woolbright
Basketball (B)	Mark Rinehart

WINTER SPORTS**COACH**

Basketball (G)	Olivia Myers
Wrestling	Trevor Elliott
Soccer (G)	Daniel Gross
Soccer (B)	Hector Martinez

SPRING SPORTS**COACH**

Track	Jeff Parker
Tennis (G)	Elizabeth Henderson
Tennis (B)	David Fortner
Baseball	Chris Kelly
Softball	Amy Petruska

CLUB**SPONSOR**

A Team	Ray Clasen / Sue Propert
Band	Abby Briggs
Business Law	Dianna Quay
Environmental Club	Elizabeth Kominar
FCCLA	Brenda Bardelang
FBLA	Carol Shaw
FEA	Brenda Bardelang
French HS/Club	Ingela Conley
IB	Savanna Gindele
Interact	Steve Maxwell
JROTC	Col. Erich Boerner, First Sgt. Clarence Finnie
Key Club	Elizabeth Kominar
Lacrosse Club	Laurie Rinehart
Latin Rhythm Club	Obed Morales
Literary Magazine	Sue Propert
Math Club	Jim Propert
Model UN	Michael Cook
Mock Trial	Dianna Quay
Ntl. Art Honor Soc.	Marguerite Husebye
Newsletter	Erica Pease
Natl Honor Soc.	Marcia Fain
Photo Club	Joy Rider
SADD	Dianna Quay
Scholars Club	Saundra Saldana
Seahawk's Eye Newspaper	Aaron Smoly
Student Government Assoc.	Gloria Cross
Spanish Nat. Hon. Soc.	Kenyetta Mullins
Teen Trendsetters	Karen Williams
TV Production	Brad Doston
Web Page	Dave Fortner
Yearbook	Rena Braun
Young Entrepreneurs Club	Diana Quay
Class of 2013	Rena Braun/ Kindra Pinnace
Class of 2012	Kenyetta Mullins/Connie Wildeman
Class of 2011	Aaron Smoly/Ashley Woolbright
Class of 2110	Susan Ferkel/ Mary Sweet

TIME	PERIOD LENGTH	ORANGE DAY	BLUE DAY
7:15 - 8:39	84 MIN	1ST	2ND
8:44 - 10:08	84 MIN	3RD	4TH
10:08-10:18	10 MIN	ANNOUNCEMENTS	ANNOUNCEMENTS
10:23- 1048	25 MIN	A LUNCH	A LUNCH
1048-12:14	86 MIN	5A	6A
10:23-11:06	43 MIN	5B	6B
11:06-11:31	25 MIN	B LUNCH	B LUNCH
11:31 12:14	44 MIN	5B	6B
10:23-11:49	86 MIN	5C	6C
11:49 - 12:14	25 MIN	C LUNCH	C LUNCH
12:19-1:43	84 MIN	7TH	8TH
1:43-145	2 MIN	ANNOUNCEMENTS	ANNOUNCEMENTS

LUNCHES 5TH PERIOD

A:110, 113, 160, 162,170,171,177,185R, 211, 213, 217, 220, 222, 223, 225, 235, 245, 246, 247, 248, 257, 269, 274, 278

B: 101, 118, 145, 148, 152, 159, 176A, 209, 210, 215, 218, 221, 226, 227, 229, 250, 258A, 258, 260, 282,

C: HOPE, PE, 117,119,129, 131, 144, 179, 183R,184R, 208,214, 216, 237,242H,249, 259, 264, 265, 267, 271, 273, 275, 276

LUNCHES 6TH PERIOD

A: 149, 153, 154, 160, 162,170,171,176,177,185R,211,218, 220, 223, 225, 228, 236, 244,257,263,265,269,272,274,278

B: 101, 105, 113, 118, 119, 145, 148, 152, 159, 209, 210, 215, 224, 226, 229, 245, 247, 250, 258, 282

C: HOPE,PE,105,117,129,144,179,181,184R,208,214,216,221,227,237,242H,248,249,258A,259,260,264,267,271,273,276

CLASS SCHEDULE

SEMESTER 1 - ORANGE

SEMESTER 1 - BLUE

PERIOD 1		PERIOD 2	
PERIOD 3		PERIOD 4	
PERIOD 5		PERIOD 6	
PERIOD 7		PERIOD 8	