

OKALOOSA COUNTY SCHOOL DISTRICT

2020 - 2021 School Year Calendar

Pre- School Planning	Monday - Friday	August 17 – August 28, 2020
First Day of School for Students	Monday	August 31, 2020
Labor Day Holiday	Monday	September 7, 2020
End: 1st. Grading Period	Friday	October 30, 2020
Teacher Work Day/ Student Holiday	Monday	November 2, 2020
Veterans Day Holiday	Wednesday	November 11, 2020
Thanksgiving Holidays	Wednesday-Friday	November 25-27, 2020
Winter Break Holidays	Monday-Friday	December 21, 2020 – January 1, 2021
End of First Semester	Friday	January 22, 2021
Teacher Work Day/ Student Holiday	Monday	January 25, 2021
Martin Luther King Jr. Holiday	Monday	January 18, 2021
Presidents Day Holiday	Monday	February 15, 2021
End: 3rd. Grading Period	Friday	March 26, 2021
Teacher Work Day/ Student Holiday	Monday	March 29, 2021
Spring Break Holidays	Monday– Friday	April 19, 2021 – April 23, 2021
Memorial Day Holiday	Monday	May 31, 2021
End of Semester/Last Day for Students	Wednesday	June 9, 2021
Last Day for Teachers	Monday	June 14, 2021

CRESTVIEW HIGH SCHOOL

1250 North Ferdon Boulevard

Crestview, FL 32536

850.689.7177

Dexter Day

Principal

Kim Dunn

Assistant Principal



Tommy Harvell

Assistant Principal

Holly Tew

Assistant Principal

School Office Hours: 6:30 AM to 2:30 PM

Dear Students, Families, and Community Members

As we enter school year 2020-2021, as principal of Crestview High School, I am energized and deeply committed to making a positive difference in the lives of our students. We will accomplish this by setting high academic expectations for all children and providing support systems to ensure they are met. By addressing school culture, setting high standards for teacher performance, increasing academic expectations for all students and engaging the community, we will strive to achieve our goal at Crestview High School that all graduates are college or career ready.

On the behalf of the faculty and staff of Crestview High School, it is my pleasure to welcome you and your student to a new school year. My past experiences have shown me that it takes a **TEAM** to help all students reach their maximum potential. I will work collaboratively with the staff at Crestview High School to provide an academic program where all students can be successful.

I ask for your support and participation in this effort by sending your child to school every day, encouraging him/her to read for pleasure at least thirty minutes every night, monitoring homework and progress and asking your child to share what they've learned in school each day.

In an effort to provide a safe learning environment, the Crestview High School administration along with the Okaloosa County School District will enforce the rules and regulations contained in this handbook. We will govern the behavior of students while on school grounds during school hours, at school sponsored functions, and/or while being transported by the school.

Please take the time to sit down with your child to familiarize yourselves with this valuable information in the student handbook. Again, welcome to Crestview High School. I look forward to meeting you and your child.

Sincerely,

Dexter Day

Principal Crestview High School

CRESTVIEW HIGH SCHOOL

BLOCK SCHEDULE 2020-2021

ODD DAYS	EVEN DAYS	SCHEDULE TIME
1ST	2ND	7:00 - 8:40
3RD	4TH	8:45 - 10:25
5TH	6TH	10:30 - 12:40
GROUP A LUNCH		10:30 - 10:55
GROUP A CLASS		11:00 - 12:40
GROUP B CLASS		10:30 - 11:05
GROUP B LUNCH		11:05 - 11:30
GROUP B CLASS		11:35 - 12:40
GROUP C CLASS		10:30 - 11:40
GROUP C LUNCH		11:40 - 12:05
GROUP C CLASS		12:10 - 12:40
GROUP D CLASS		10:30 - 12:10
GROUP D LUNCH		12:15 - 12:40
7TH	7TH	12:45 - 1:35

ODD DAYS: MONDAYS, WEDNESDAYS, AND CERTAIN FRIDAYS

EVEN DAYS: TUESDAYS, THURSDAYS, AND CERTAIN FRIDAYS



FIRST SEMESTER	SECOND SEMESTER
SEPTEMBER 4 - ODD	JANUARY 29 - ODD
SEPTEMBER 11 - EVEN	FEBRUARY 5 - EVEN
SEPTEMBER 18 - ODD	FEBRUARY 12 - ODD
SEPTEMBER 25 - EVEN	FEBRUARY 19 - ODD
OCTOBER 2 - ODD	FEBRUARY 26 - EVEN
OCTOBER 9 - EVEN	MARCH 5 - ODD
OCTOBER 16 - ODD	MARCH 12 - EVEN
OCTOBER 23 - EVEN	MARCH 19 - ODD
OCTOBER 30 - ODD	MARCH 26 - ODD
NOVEMBER 6 - ODD	APRIL 2 - ODD
NOVEMBER 13 - ODD	APRIL 9 - EVEN
NOVEMBER 20 - EVEN	APRIL 16 - ODD
DECEMBER 4 - ODD	APRIL 30 - EVEN
DECEMBER 11 - EVEN	MAY 7 - ODD
DECEMBER 18 - ODD	MAY 14 - EVEN
JANUARY 8 - EVEN	MAY 21 - ODD
JANUARY 15 - ODD	MAY 28 - ODD
JANUARY 22 - ODD	JUNE 4 - EVEN



ATTENDANCE

Attendance Law

Florida Statute 1003.26 stipulates that a student must be in attendance for ninety percent (90%) of the instructional time required for each course in order to receive credit (81 out of 90 days in a semester). As per school board policy July 1998, credit shall be withheld from any student who accumulates more than nine (9) absences of any kind in a course during a semester. Students with more than nine (9) days absent of any kind who are passing the course must demonstrate mastery of the performance standards through competency.

Admit Procedures

- **Students have five (5) school days after an absence, including the day they return, to bring in verification for an excused absence.** When a student returns to school after an absence, **he/she must bring a note to the Attendance office and sign the attendance roster** with the following information: date note written; dates of absence; student's full name; grade; parent's full name; telephone number; and signature of parent/guardian. The absence will be considered unexcused if the school does not receive verification for the absence.
- A student who is not in class for at least 51% of the class period shall be counted as absent.
- When a student accumulates a total of nine (9) excused or unexcused absences in any class period per semester, the student must have a note from a doctor or official agency (i.e. Dept. of Juvenile Justice, court, Dept. of Children & Family Services, etc.) for each subsequent absence.
- Between the fifth and eighth absence (excused or unexcused) per semester in any class period, the parent will be notified.
- After the fifteenth (15th) absence per semester in any class period, make-up work will not be allowed for that class. However, after the fifteenth (15th) absence per semester in any class period, the parent or legal guardian may appeal in writing to the school's attendance review committee for permission to make up missed work. Pending approval of the appeal and the submission of a doctor's excuse, absences after the fifteenth (15th) may be entered as an excused absence.
- Students on school leave are required to turn in an off campus school activity form (MIS 5185). It is the responsibility of the student to get any assignments that he/she will miss from the teacher and should be prepared to submit these assignments upon return.
- After each absence, parents will be called by the auto call phone system.
- Students who are in a year-long course which have a State of Florida EOC exam and have more than 18 absences must pass the State of Florida EOC exam to get credit for the course.
- No School Leave will be granted if a student has 9 days or more unexcused absences or an "F" average in a 90 day grading period.

Excused Absences

Any student who has been absent from school for one or more days is required to bring a dated, written explanation signed by the parent/legal guardian for the absence upon return to school. This written explanation should be presented to the Attendance Office between 6:45 a.m. to 7:00 a.m., 1:56 p.m. to 2:30 p.m., or when otherwise authorized by school personnel. **Students have up to five (5) days to provide documentation in order for an absence to be excused.** Students will be allowed to make-up work resulting from an excused absence such as:

- Death in the family or any other family emergency
- Illness or injury requiring medical or dental attention (physician's statement required) NOTE: The physician's statement must show the exact days of the absence.
- Appointments for medical or dental care (physician's statement required)
- Religious holidays
- A written note from a parent or guardian explaining the student's absence; for example, sickness, court appearances, etc.

Unexcused Absences

Unexcused absences are absences resulting from the following conditions but are not limited to:

- Truancy
- Off Limits - in an area not authorized, assigned or supervised.
- Suspensions
- Any absence for which verification is not presented either beforehand or within five school days following the absence(s)

Arriving Late to School

Official school day attendance is taken during 5th period. **Students arriving at school after 7:00 a.m. are to report to the Attendance Office to sign in.** Classroom teachers will determine if a student is marked absent or tardy based on the following:

1st Period

- **Parent note excuses only absences not tardies to first period.**
- Students who attend 51% or more of 1st period will be marked present in the class period and tardy if arriving after the class period begins.
- Students who attend 50% or less of a class period will be marked absent.

2nd Period thru 7th Period

- Students who attend 51% or more of a class period will be marked present and not tardy if marked excused on attendance check-in slip.
- Students who attend 51% or more of a class period will be marked present and tardy if marked unexcused on attendance check-in slip.
- Students who attend 50% or less of a class period will be marked absent.

Attendance and Extracurricular Activities

Students absent from school more than half of the school day may not be allowed to participate in extracurricular activities, **practice or performance**, the day of the absence without permission of the principal. Students who violate this policy may be excluded from the extra-curricular organization. Students cannot participate in extracurricular activities while under suspension from school, or attending STP the day of the activity.

Check-in and Check-Out

Check-In

- Students arriving to school between 7:00 a.m. – 7:25 a.m. should report to the discipline office for a tardy pass. Students arriving after 7:25 a.m. should report to the attendance office to sign in- this is an absence for 1st period.
- Any student who has been absent from school for one or more days is required to bring a dated, written explanation signed by the parent/legal guardian for the absence upon return to school.
- A parent note will excuse a tardy 2nd through 7th period if excused by attendance.

Check-Out

- Only a custodial parent or guardian may check a student out of school unless the checkout is an emergency situation with approval of the administration. Only the parent or emergency contact person may pick up the student. Written permission from the parent is required for a person not listed on the computer to pick up the student.
- If a student is to check out of school, he/she should bring a note to the attendance office upon arrival to school so that verification can be made before the checkout time. The student is expected to stop back by attendance to pick up the checkout receipt. If the student checks back into school, he/she is expected to bring his/her white copy of the checkout receipt back to attendance. Attendance personnel will pull all copies and make changes where appropriate. Approved/verified check out slips will be available for the student to pick up in the attendance office between classes or during lunch.
- Parents are discouraged from checking out their student by telephone unless it is an emergency.
- **There will be no check outs for lunch.**

College Visits

Juniors and Seniors may take up to two days for college visits within the school year. Prior approval by an administrator is required before the date of the actual visit. Students can pick up visit forms in the guidance office. Students should see an Administrator for signature on forms prior to the visit. **Proof of visit must be provided to the Attendance Office within five days upon returning to school.**

Driving Privileges/Florida Statute 1003.27

Any student who has 15 unexcused absences within 90 calendar days is classified by the state as "habitually truant" and is reported to the Department of Highway Safety and Motor Vehicles for the suspension of driving privileges. Suspended licenses may be reinstated only after the student has attended school for 30 consecutive days or through a hardship hearing.

Late Return from School Activities

Students participating in school sponsored activities who return with the sponsor or teacher after midnight may be excused from class the next morning until 9:00 a.m.

Make Up Work

In the event a student is absent for a minimum of **two days**, requests for homework assignments can be made by calling 689-7177, ext. 2. Teachers are given 24 hours to provide assignments. Parents or siblings may pick up assignments in the guidance Office. Students will be allowed to make up missed work in a course per semester under the following conditions:

- Absences 1 – 9: A parent's note received within five (5) days.
- Absences 10 – 15: A doctor's note received within five (5) days.
- Students with over fifteen (15) absences may request an Administrative Attendance hearing to have make-up work allowed.
- Work should be completed within 5 days of returning to school.
- Students on school leave should be prepared to submit work previously assigned upon their return.
- **NO** make-up work can be entered into gradebook for an unexcused absence.

NOTE: Students who are in attendance for any part of a day that an extended assignment is due must make every effort to get the assignment to the teacher (i.e. Leave in attendance, give to another student, leave in front office) if he should check in or out of school. *Tests, class work, and projects assigned at least five school days prior to the absence are due to be made up on the day the student returns to school.*

Tardy Referral Procedure:

Tardiness to class is defined as not being in the classroom when the tardy bell rings, however, a teacher may require students to be in their desks, ready to work when the tardy bell rings. It is the student's responsibility to understand each teacher's classroom management plan.

Tardiness to School (1st Period)

The school day begins promptly at 7:00 a.m., Monday through Friday. Students should be inside the school by 6:55 a.m. and inside their first period class before the 7:00 a.m. bell rings. Students who arrive at school after 7:00 a.m. must sign in with the Attendance office. The first 25 minutes the student must check in at the tardy desk.

After the first 25 minutes the student must check in and have a phone call from a parent or bring a note explaining the reason for the late arrival; otherwise, the student will be considered truant. It is the student's responsibility to make every effort to be punctual to school daily. Tardiness to school results in a disruption to the classroom learning environment. Parents, please be advised, to limit classroom disruptions, upon the 7th tardy to school (per semester) your student will be placed in tardy detention (no excused tardies to 1st period).

Tardiness to School (1st Period), Penalty for

1 st tardy – 6 th tardy:	Warning; student is provided a tardy pass.
7 th through 9 th tardy:	Student will be placed in tardy detention after school for 30 min; parent contacted.
10 th through 12 th tardy:	Student will be placed in tardy detention after school for 60 min, parent contacted.
13 th and each subsequent tardy:	Student will be assigned ASD, 3 hr. ASD, STP, Behavior expectation agreement, parent contacted, and possible Recommendation for alternative placement.

Tardiness between Classes (2nd – 7th, including PAWS)

It is the student's responsibility to efficiently use the five minutes between classes to prepare himself/herself for his/her next class and to be there on time. After the tardy bell sounds, all students in the hall who do not have an authorized pass from a school official must get a tardy pass from the *tardy* desk. Note: Tardiness will be accumulated for periods 2nd through 7th. This includes PAWS.

Tardiness between Classes (2nd – 7th, including penalty to PAWS)

1 st tardy – 6 th tardy:	Warning; student is provided a tardy pass.
7 th through 9 th tardy:	Student will be placed in tardy detention after school for 30 min; parent contacted.
10 th through 12 th tardy:	Student will be placed in tardy detention after school for 60 min; parent contacted.
13 th and each subsequent tardy:	Student will be assigned ASD, 3 hr. ASD, STP, Behavior expectation agreement, parent contacted, and possible Recommendation for alternative placement.

Truancy/ Off Limits

Truancy is being absent from a scheduled location at the proper time. **Once a student arrives on school grounds he/she is not allowed to leave campus without proper authorization.** All students are expected to be in their designated location when the bell rings. A student found in an area for which he has no pass will be subject to **off limits** violation.

- Violation 1: After School Detention; Administrator informs parent
- Violation 2: 3 hr. ASD, STP parent contacted
- Violation 3: STP; Behavior Expectation Agreement

II. DISCIPLINE

If there are any concerns regarding student discipline, please refer to the matrix on page 22 for further details.

General Policy

It is important for parents and students to understand that school administrators are bound by federal, state, and local regulations governing disciplinary matters. The Okaloosa County Code of Student Conduct is issued to each Crestview High School student at the beginning of the year and to transfer students during the year. This document, in conjunction with the Crestview High School Student Handbook, outlines students' rights and responsibilities with regard to school conduct. Both documents should be thoroughly reviewed by students and parents.

- These rights and responsibilities apply to students under the following conditions:
- in, on, or within school property (lockers, vehicles, book bags, etc);
- on school transportation and at bus stops (which includes any behavior observed by a school official or admitted to by a student);
- during a school-sponsored activity that is on or off campus.

Student rights and responsibilities allow for the growth and development of the individual; however, the principal has the responsibility and the authority to maintain an orderly educational process for all students as given to him by the State of Florida.

Disabled Students: Policies and procedures regarding discipline of disabled students are documented in the Special Program and Procedures for Exceptional Students and the Section 504 Plan for Okaloosa County. Copies may be obtained from the Guidance Office or on line at www.crestviewhighschool.org.

Bullying/Threats

Bullying/threats will not be tolerated. A student who feels he or she is the victim of bullying or threats should report it to the school administration, teacher or resource officer immediately.

Cell Phone

As per School Board Policy August 2004, students may be in possession of wireless communication devices (cell phones) on school property or at a school function. No electronic devices, headphones, phones, kindles, I-pads, etc. at any time during the school day unless a teacher allows in class according to the BYOD policy. Students must insure that the device **IS NOT VISIBLE** and must **NOT BE TURNED ON** during school hours: 7:00 a.m. to 1:55 p.m.

Students are responsible for turning off the electronic devices and stowing them out of sight. Electronic devices should not be out at any time, head phones included.

- Violation 1: Warning, electronic device confiscated; Student can reclaim device from the Discipline Office.
- Violation 2: Warning, electronic device confiscated; **Only parent or parent designee** can reclaim device from the Discipline Office.
- Violation 3: Electronic device confiscated; **Only parent or parent designee** can reclaim device from the Discipline Office. Student serves detention/STP.
- Violation 4: Electronic device confiscated; **Only parent or parent designee** can reclaim device from the Discipline Office. Student serves STP, Behavior Expectation Agreement, Recommendation for Alternative Placement.

NOTE: It is the student responsibility to ensure that electronic devices are turned completely off, including silent mode. Any violation will result in invalidation of tests and will result in discipline action being taken.

Student's use of wireless communication devices, on school property or in attendance at a school function, that disrupts the teaching process (misconduct which is detrimental to the ongoing process of education), may be suspended up to 10 days to be determined at the discretion of the principal and/or designee.

NOTE: Any student who chooses to bring a wireless communication device to school shall do so at his/her own risk. Neither the School Board nor school officials shall be responsible for the loss, damage or theft of wireless communications devices brought onto school property or to school functions.

Students using or having turned on or in an operational mode any device that permits recording the voice or image of another person, unless all persons whose voices or images are being recorded are made aware of the recording prior to the actual recording of their voices or images are subject to discipline. Students are prohibited from using any type of recording device in any manner that interferes with or is disruptive of the educational process or invades the privacy of students, employees, volunteers or visitors.

Students are prohibited from taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a CRIME under state and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs in any manner that interferes with or is disruptive of the educational process or invades the privacy of students, employees, volunteers or visitors is prohibited.

If student violates this prohibition, then he/she is subject to discipline under this provision and/or any other provision in the Student Code of Conduct that may be applicable to the circumstances involved.

Cell Phone/Electronic devices - Technology Use

In classes where cell phones are used for instructional purposes (BYOD), students and parents must sign the district's Acceptable Use Policy. This signed form will be kept on file in the classroom. Failure to adhere to School Board Internet Acceptable Use Policy will result in the suspension or revocation of the offender's privilege of access to district computers and Internet. Offenders found in violation of this policy may be suspended up to 10 days at the discretion of the principal and/or designee.

Any Student illegally accessing the Okaloosa County School District's computer files or network servers shall receive a ten (10) day suspension and/or may face criminal charges and a referral to the safe school designee.

Cheating

A student guilty of cheating shall receive a zero for the work and the teacher will collect the work and write a referral. A notation of this dishonesty and the action taken will be placed in the student's records. Cheating may be defined as borrowing, copying/plagiarizing, duplicating, or otherwise using class work, homework, or test work that is not the student's original creation in order to gain benefit. Cheating also includes allowing someone to borrow, copy, or duplicate classwork, homework, or tests.

- Violation 1: Zero (0); referral to administration, teacher contact parent
- Violation 2: Zero (0); referral to administration, administration informs parent, student assigned STP

Discipline Actions

Misconduct occurring at any and all extra-curricular activities may result in out-of-school suspension or other discipline measures determined by the principal or his designee. The administration does reserve the right to determine the punishment based on the seriousness of a particular infraction and the previous discipline record of the student who commits the offense.

After-School Detention (ASD)

- Students will report to assigned classroom from 2:05 pm to 4:05 pm on Tuesday & Thursday only.
- Students not able to attend assigned day(s) may reschedule one (1) time **ONLY**, providing rescheduling is made **24 hours in advance**. If a student wishes to reschedule on the day of his/her assigned detention, he or she will receive 2 ASD's.
- Failure to attend a scheduled ASD is **willful disobedience** and will result in a 3 hr. ASD or a day of STP.
- Students who fail to follow the rules will be assigned to the student training program or possible out-of-school suspension.
- Tardy detention will start at ASD and last 30 or 60 minutes from 2:05 to 2:35 or 2:05 to 3:05.

Student Training Program (STP)

- Students will remain in the STP room from 7:00 a.m. to 2:00 p.m. Students will do their class work and are counted present for class.
- If a student shows up late for STP, you will serve the remainder of that day, plus be assigned another day of STP.
- If a student checks out early you will have to serve another day of STP assigned by the Administrator.
- If you do not abide by the STP rules you will be sent home for the remainder of that day, and be assigned another day of STP. Student may also be placed on a behavior expectation agreement.
- **Any student placed in STP for 2 separate reasons will automatically be placed on a behavior expectation agreement.**

Out-of-School Suspension (OSS)

- As Per District Policy, students cannot make up class work; zeros will be given for all missed work.
- **OSS does count** as an absence towards the nine days per semester policy.
- Students are not allowed on campus or at school activities during an out of school suspension.
- Students on campus during time of suspension shall warrant arrest for trespassing.

3 Hour ASD

- 3 Hour ASD is held at Crestview High School from 2:05 p.m. until 5:05 p.m.
- Students assigned to 3 Hour ASD will participate in individual class work.
- Students who fail to follow the rules will be sent home and will be assigned one day STP.
- Students who refuse or skip 3 Hour ASD will receive one day STP.

Behavior Expectation Agreement

- The behavior expectation form is used in accordance with school policies. Notification will result in discipline action used being more serious and can result in alternative placement of a student. Administration has the right to forego any behavior expectation agreement on any step for a referral and place that student.

Alternative Placement

- Per School Board Policy students enrolled in an alternative school, due to disciplinary reasons, shall not be permitted on any other School Board property and will not be allowed to participate in any school events or activities.

Loss of School Sponsored Activities and/or Events

- Students who participate in school disruptions, senior pranks, offensive behaviors, etc. will be subject to loss of privileges for activities and events, including Prom and Graduation. Students will also be subject to traditional disciplinary measures.

NOTE: Students are responsible for making transportation arrangements after serving ASD and/or 3 Hour ASD. ID may be required.

Display of Affection

Student couples should conduct themselves in a manner appropriate for school. **Displays of affection are limited to hand holding only between classes.** Students found openly displaying affection will be counseled by a school official and parents contacted. A progressive discipline plan will be implemented as follows; warning, ASD, 3 Hour ASD, STP, OSS and behavior expectation agreement.

Dress Code

With respect to individual expression and fashion trends, parents are primarily responsible for their student's appropriate grooming and attire while attending CHS. In adopting a code of student dress, however, it is the intent of the School Board to ensure that a student's personal hygiene, appearance, or attire is such that it does not disrupt or interfere with the educational process or endanger the health or safety of others. Moreover, a direct relationship exists between dress/conduct and success in school. **If in doubt, please don't wear it!** The administration reserves the right to modify the Dress Code Guidelines to determine what might be disruptive and unsafe. All dresscode rules were approved at the SAC meeting on 5/7/18. Failure to adhere to the appropriate school dress attire will result in disciplinary actions:

- Violation 1: Office referral; verbal warning with compliance (students not in compliance will not be allowed to return to class and will receive an unexcused absence for any classes missed) parent contact
- Violation 2: Office referral; 1 day ASD, student must comply with dress code, parent contact, Suspension from extracurricular activities per policy
- Violation 3: Office referral; 1 day 3 Hour ASD, student must comply with dress code, parent contact
- Violation 4: Office referral; 1 day STP, OSS with STP, Behavior Expectation Agreement, Recommend for Alternative Placement

Dress Code Guidelines

- Jewelry that contains any type of sharp objects is not permitted.
- Hair must be neat and clean and must not interfere with a student's vision.
- All clothing must approach the knee about mid-thigh. No student can roll shorts up (prevents students from cheating dress code length). If pants have holes, skin cannot show at mid thigh or above.
- Yoga Pants, leggings, jeggings, etc. must not show any undergarments.
- Pants should not sag at any time. A belt is required if pants sag or held up by the student.
- Pajamas, house slippers, blankets, and canes (unless medically prescribed) are not appropriate school attire.
- Clothing bearing slogans or pictures with references to alcohol, drugs, racial remarks, sexual connotations, gangs, or violence is not permitted.
- Hats, visors, hoods, and all other headgear are not permitted inside the building and **should not be visible from 7 a.m. to 1:55 p.m.** All hats, visors, hoods, etc. should be taken off when entering any CHS building. Sunglasses are not permitted inside the building. **PAISLEY BANDANAS** are not allowed, including in the hair, on clothing, etc.
- Tank tops, strapless tops, similar shirts or dresses when worn without a shirt, jacket or sweater are not permitted. If a student wears a sheer or open weave garment, the shirt underneath must meet the guidelines of the one worn without the top garment. Sleeveless shirts must have a hemmed edge.
- The midriff must be covered at all times. Back must be covered also. No low cut tops or plunging necklines.
- No capes, costumes or costume accessories may be worn.
- Underwear/undergarments must be covered at all times.
- Shoes must be worn at all times.

NOTE: If a student misses classroom instruction to leave campus or is sent home to change in order to comply with the dress code, he/she will be unexcused during the time period that he/she is out of class.

Drugs

The non-felony possession use, or being under the influence of a controlled substance (as defined by Chapter 893 of Florida Statutes) by a student will result in the offender receiving an automatic ten-day suspension, a referral to the Superintendent or his/her designee, the Safe Schools Representative, and a recommendation will be forwarded to the Superintendent for placement of the student in a School Board approved alternative program away from the school site.

The felony possession use, or being under the influence of a controlled substance (as defined by Chapter 893 of Florida Statutes) by a student will result in the offender receiving an automatic ten-day suspension, a referral to the Superintendent or his/her designee - the Safe Schools Representative, and a recommendation will be forwarded to the Superintendent for expulsion by the School Board.

Fighting

Fighting is not tolerated on the Crestview High School campus or off campus school-sponsored activities. Individuals involved in a fight will be suspended for up to 10 days at the discretion of the principal and/or his/her designee and will be placed on a behavior expectation agreement. **Second offense anytime during high school years may result in recommendation of alternative placement up to one year. IF YOU HAVE THE OPPORTUNITY TO WALK AWAY - DO IT!**

NOTE: Incitement or instigating a fight (actions, comments or written messages intended to cause others to fight or which might reasonably be expected to result in a fight) may also result in suspension from school.

Forgery

Forged signatures of parents, legal guardians, or school personnel and/or the altering of a written document with the intent to deceive by a student is an offense that may result in up to three days of STP coupled with OSS and a behavior expectation agreement and a referral to the district's office of student services.

ID Cards

If students are issued an ID card, they must retain that card and show it when they check in or out, when they are tardy, and in order to be admitted to after school detention, STP, and 3 hour ASD. The school ID may be required in order to enter school functions. Students must visibly wear their badges at all times. If a student loses an ID card, the student must pay to replace the card at a cost of \$5.00.

Inappropriate Language/Profanity

- Any student using or directing profanity towards a staff member will be suspended up to five days.
- Any student using or directing profanity towards another student may be suspended up to three days.

Leaving Campus

Once a student arrives on school grounds he/she is not allowed to leave campus without proper authorization. Leaving campus without permission will result in disciplinary action. Any student who drives off campus without permission will lose his/her driving privileges on campus for one semester. Any student who leaves campus without permission and takes another student with him/her will lose his/her driving privileges on campus for one year. This infraction may also result in further disciplinary action.

- Violation 1: Student training program; parent contact
- Violation 2: Student training program; behavior expectation agreement, possible alternative placement

Loitering in Parking Lots/Restricted Areas

Students are not to be in the parking lot/vehicle or in the gym, auditorium, cafeteria, or outside the building during the school day without a teacher supervising or written permission from an administrator. This includes leaving to get a book or other items from any vehicle. Students are to leave their vehicles and enter the building immediately upon arrival at school. Vehicles should be locked as the school cannot accept responsibility for theft or vandalism. If emergencies do arise, the student may secure written authorization from the discipline office to go into the parking area. Students should not loiter in the parking lot after school hours unless involved in extra-curricular activities. Students in the parking lot during school hours must have their checkout slip at all times. Students may only be dropped off and picked up from school in our designated drop off/pick up zones.

Students loitering in the parking lot will receive an off limits violation and be subject to disciplinary action. Refusal to cooperate with staff on parking lot duty will result in a Student training program. **Students are not allowed to leave campus for lunch.** When released for lunch all students are to report directly to the cafeteria, multipurpose room, or picnic area.

Off Campus Felony

Okaloosa County and Crestview High School have endorsed the "Zero Tolerance for School-Related Violent Crimes" policy. Following appropriate due process procedures, a student charged with a felony or delinquent act that would be a felony if committed by an adult whether or not it occurred on or off school property, will not be permitted to participate in or attend any extracurricular activities to include, but not limited to, school sanctioned clubs, athletics, or student government.

- Upon exoneration of charges, the student may be reinstated to extracurricular activity participation, or,
- Upon being convicted of charges, the student will be removed from all extracurricular activities for the duration of his or her sentence (to include but not be limited to community service or probation) and may face additional discipline measures.

Florida Statute 1006.02 (2): Any student charged with a felony or act which would be a felony if committed by an adult on property other than school property may be suspended for 10 days and depending on the outcome of administrative hearing may be placed in an alternative school setting or expelled from school.

Parking

CHS has limited parking for students. Students wishing to park on the CHS campus must purchase and have visibly displayed permits in front window. Parking permits can be purchased from the Discipline office. Students are permitted to park on asphalt in marked parking spots. **No student is permitted to park in visitor, teacher, staff or administrative spaces. These spaces are marked with numbers, bulldog paws and/or signs. Parking permits will be offered to students by class. Seniors 1st, Juniors 2nd, Sophomores 3rd, and Freshmen last.**

Parking Permits

- \$25 Student assigned parking spot; numbered

Illegal Parking

- Violation 1: 1 day ASD
- Violation 2: 3 Hour ASD and loss of parking privileges on campus during of 9 weeks of violation
- Violation 3: STP up to 3 days and loss of parking privileges on campus for the remainder of the school year, behavior expectation agreement

NOTE: No permit will be issued if monies owed form is on file. All parking on campus (paved or unpaved) requires payment. Students without a current permit will receive disciplinary action; vehicle is subject to

Prohibited Items

- Laser pointers, toys, water guns, yo-yos, games, dice, skateboards, roller blades, latex balloons/gloves etc, fidget spinners, jewelry with sharp points of any kind are not permitted at school. Such items will be confiscated and may be returned at the end of the semester.
- No opened bottle or canned drinks are allowed in the hallways or classrooms.
- No candy or gum is allowed in the hallways or classrooms.
- All drinking bottles must be clear and must not leak. No cups or other containers allowed.
- No glass containers are allowed in the school building.
- Students are not to bring animals of any kind to school.
- Students are not permitted to bring small children to school.
- No hanging wallet/key chains, dog chains, or dog collars/wrist straps are allowed.
 - Violation 1: Item confiscated: Warning and student can reclaim item from the Discipline Office.
 - Violation 2: Item confiscated: One (1) day of after school detention. Only parent can reclaim item.
 - Violation 3: Item confiscated: One (1) day Saturday school. Only parent can reclaim item.
 - Violation 4: Item confiscated: One (1) day STP and placed on a behavior expectation agreement. Only a parent can reclaim the item. This action will be repeated during the course of the school year.

Right to Search

According to Florida Statute 1006.09, student lockers, automobiles parked on school premises or other storage areas are subject to search, upon **reasonable suspicion** for prohibited or illegally possessed substances or objects.

Supervision of Students/*Florida Statute 1003.31*

- Students shall be under the jurisdiction of the school from the time they arrive at school each day until they leave the school campus in the afternoon. Arrangements are to be made for all students to leave the campus after their last class, unless they are under the direct supervision of a teacher. Arrangements for rides after an activity should be made prior to the event.
- Students who ride a bus are under the jurisdiction of the school from the time they arrive at the bus stop location in the morning and until they leave their designated bus stop area in the afternoon.
- Students are under the jurisdiction of the school while attending any school-sponsored activity either at home or away. This includes time of transit if transported by the school.

- Students are under the jurisdiction of the teachers and administrators while on the school campus at any time during the period designated by the school board as a school term for that particular year.

In accordance with Florida law, parents should not rely on the school to provide supervision beyond the previously stated conditions.

Theft

Theft is not tolerated on the Crestview High School campus or off campus school-sponsored activities. Individuals involved in a theft will be suspended for up to 10 days at the discretion of the principal and/or his/her designee and may be placed on a behavior expectation agreement. **Second offense anytime during high school years may result in recommendation of alternative placement up to one year.**

Tobacco Products

The possession and/or use of electronic cigarettes, tobacco/tobacco substitute products by a student or any individual on school property are prohibited. Students in violation will be suspended up to ten days. Matches and lighters brought on campus will be confiscated and ASD assigned.

Trespassing

Students found trespassing on school property may result in the offender being suspended up to 10 days at the discretion of the principal and/or designee. Students found after school hours on school property, without legitimate school business, will be charged with trespassing by law enforcement officials. **Trespassing may result in criminal charges.**

Weapons

Use, Possession, or Sale of Weapons except as otherwise provided in this policy (4) the possession or display by a student of any sword, sword cane, electric weapon or device, **air or powered device**, destructive device, or other weapon, including a razor blade, box cutter or while on school property, on school sponsored transportation, or while attending a school sponsored activity may warrant him/her up to a ten (10) day suspension from school **and may be recommended for alternative placement** by the principal, and parent or guardian of the student shall be contacted regarding the incident. If the student sells, or displays in a careless, angry or threatening manner the presence of one or more persons any of the above, the student will be suspended from school ten (10) days by the principal and, unless expressly prohibited by law, referred to the Superintendent with a recommendation for expulsion. The Superintendent shall forward the expulsion recommendation to the School Board for a hearing. If after a due process hearing the School Board determines that the student is guilty of the offense as charged, the student shall be expelled. The student will be referred to the appropriate civil authorities for possible prosecution. Statutory Authority:1006.07;1006.13 (4), Florida Statutes Laws Implemented: Sections Florida Statutes 1006.13 (4);1006.09 (b) and (c); 1006.09 (2) and (8) School Adopted: October 23, 2000 Revised April 28, 2002; August 9, 2004.

NOTE: The Gun-Free Schools Act of 1994, Public Law 103-382, mandated a minimum expulsion for one full calendar year for any student who brings a weapon to school.

III. GENERAL STUDENT INFORMATION

Activities

Crestview High School encourages participation in extracurricular and co-curricular activities on campus. Clubs and organizations provide students with an opportunity to develop leadership skills and share common interests and goals. An Extracurricular Eligibility Handbook of requirements and conditions for each club, organization, or team at CHS is available in the front office.

Athletic and Extracurricular Eligibility/School Leave

A cumulative GPA of 2.0 is required for participation.

Parental permission and student leave forms must be completed and approved prior to any school event. Students must use school-provided transportation to and from the scheduled activity. After the conclusion of the activity, a student may leave with his/her parent(s) provided the parent(s) personally contact the sponsor to take responsibility for the student.

Athletics

All interested students attending Crestview High School are encouraged to participate in the athletic program. For a student to represent Crestview High School in inter-scholastic athletics, he/she should meet the following requirements:

- Must have a completed physical and parent permission form for the current school year, which can be obtained from the school's website;
- Must provide a valid birth certificate;
- Must have a satisfactory conduct record at all times as determined by the Principal of his/her school and the Florida High School Activities Association (FHSAA);
- May have only four (4) consecutive academic years of eligibility upon first successful completion of 8th grade;
- Must comply with all eligibility requirements set forth in the 2020-2021 FHSAA Handbook;

Students with a GPA below 2.5 are required to participate in after school tutoring twice a week. If you have any questions, please see Coach Hatten, Athletic Director.

Bus Transportation

Students who ride buses are required to maintain behavior and cooperate with their bus driver at all times. **Failure to do so will result in possible suspension of bus privileges. All rules for conduct during school apply while on the school bus.** In addition, students must not distract the driver at any time or throw objects on or out of the bus, or cause any disruption while on the bus or while waiting at the bus stop. **The bus driver has full authority to control student conduct on the bus.**

- **Bus Passes**

For their safety and protection, NO students will be permitted to ride any bus not assigned to them. In an emergency situation, a parent or guardian may request permission for their child to ride a different bus on a temporary basis. This request MUST be in writing and turned into Mr. Harvell. Notes may also be faxed to 689-7332. The notes must include the following information for verification: date, student name, destination, parent's name/signature and phone number. **This note should be turned into the Attendance Office at the beginning of the school day.**

- **Bus Stop Rules**

Bus stop misconduct, which is observed and/or confirmed by an admission of guilt upon investigation, shall be handled in the same manner as misconduct incidents on the bus.

Cafeteria

The school food service provides the student with complete or a la carte options. Crestview High School has a PIN payment system in place in the cafeteria. Students may set up a pre-paid account at the beginning of the year. Students are responsible for removing their trash from the tables and placing them in the waste receptacles. **All lunches are to be eaten in the cafeteria/multi-purpose room area; food and drink containers are not allowed in the hallways or classrooms.** Students are to remain seated in the cafeteria/multi-purpose room area for the entire lunch period. **No student can leave the cafeteria/multi-purpose room area without Administrator approval.** Monitors will be in the lunchroom during each lunch period.

Prices

Breakfast	\$1.80	Lunch	\$2.70	Adult Breakfast	\$2.25
Reduced Breakfast	\$0.30	Reduced Lunch	\$0.40	Adult Lunch	\$4.00
Milk	\$0.65				

- Okaloosa County School Policy does not allow students to leave campus for lunch.
- Breakfast is served from 6:30 am to 6:50 am.
- Charging will not be allowed for lunches or a la carte. Students will receive a pin number at the beginning of the school and this should be used to purchase their lunch.

Crime Watch

Crestview High School has a neighborhood crime watch program. Students and faculty members are encouraged to report all violations of the law and/or suspicious activity to the School Resource Officers (SRO). You may call 689-7177 and leave a recorded message without giving your name.

Dances

CHS offers two major dances during the school year. Tickets must be purchased in advance and will not be sold at the door. Once a student enters the dance, he/she is the responsibility of the school as long as he/she is at the dance. Once a student leaves the dance, he/she may not re-enter the dance. All student guests must be approved by Crestview High Administration. All dresscode rules were approved at the SAC meeting on 5/7/18.

- **Homecoming Dance:** This is a semi-formal dance that may only be attended by CHS students and a guest. CHS graduates or guest cannot be younger than 14 years or older than 20 years of age and must have graduated in good standing. Semi-formal attire is required of all attendees.
- **Prom:** This is a formal dance that can only be attended by CHS students and a guest. Non-Crestview High School attendees cannot be younger than 14 years or older than 20 years of age. Formal attire is required of all attendees.

Homecoming and Prom activities require special attire.

- **Homecoming Dance**

Ladies:

- Semi-formals or dressy outfits (no formal gowns)
- No transparent, revealing, or plunging necklines or backs
- Appropriate shoes; no "beachy" flip-flops or slippers or athletic shoes
- Two piece dresses must approach meeting at mid torso.

Gentlemen:

- Suit, nice shirt (must be tucked in) and pants
- Appropriate shoes (no athletic shoes)
- No Jeans
- No hats

- **Homecoming Court and Prom**

Ladies:

- Floor length gowns or dress length dresses
- Backs of dresses no lower than the small of the back
- Slits in dresses no higher than mid-thigh
- No plunging necklines.
- Shoes must be appropriate for a formal occasion. (Slides, mules, or backless shoes should have hard soles. No "beachy" flip-flops or slippers or athletic shoes.)
- Two piece dresses must approach meeting at mid torso.
- All homecoming court wardrobe to include pep rally, parade and game must be cleared with administration.

Gentlemen:

- Tuxedos or suits
- Appropriate shoes (no athletic shoes)
- Accessories in keeping with formal wear may be worn, such as a top hat.

Financial Obligations

Students who owe money to the school may work community service hours at CHS to repay the debt. The student's account will be credited \$8.00 for every hour worked. Students who owe money to the school can be denied the following:

- Purchasing a parking permit;
- Purchasing a Year book
- Purchasing a Prom ticket
- Panoramic senior Picture;
- Participating in a student paid trip (i.e., band trip, chorus, ROTC, etc.);
- Buying a ticket to a school dance.
- Seniors walking at graduation.

Seniors, the school can hold transcripts until the debt is cleared. Seniors will not receive cap and gown until all debt is cleared. Students who owe money to the school may work off the debt through community service to the school. The student's account will be credited \$8.00 for every hour worked.

Health Records

All students attending Okaloosa County Schools must have a valid Florida Certificate of Immunization (HRS Form 680). Students transferring from out-of-County schools must present this form prior to enrollment. Students transferring into the county will be allowed to attend classes up to 30 days until his/her physical records can be obtained.

All students must have an up-dated HRS-H Form 3040, Physical Health Form. Any student who has not given the school their immunization record and physical will be excluded from attending school until these records are obtained. School insurance is available for students and will be discussed during 3RD PERIOD meetings during the first week of school.

Internet Access

Students must have their Internet permission form on file at school before using the Internet. The Internet is provided for school, college, and career research only. Any Internet access not school related is prohibited and may be subject to disciplinary action. Sending and receiving of personal email is not permitted. Students in violation of this policy will receive disciplinary action.

NOTE: Any student attempting to circumvent the Okaloosa County School District's electronic security system shall receive a ten (10) day suspension and/or may face criminal charges.

Lockers

Lockers are the property of the school district. Lockers rent for \$5 per year. Students may purchase their locker at the beginning of the year in the Discipline Office. Sophomores may purchase their locker for 3 years. Students are responsible for keeping their lockers clean and in good working order.

- Sharing of lockers is discouraged. The school will not accept any responsibility for lost, stolen, or damaged items.
- All items are to be removed from lockers prior to or on the last day of school.
- Personal locks are not permitted on school lockers.
- If shared locker, person renting is responsible for all possessions in locker.
- Students are not to write on, place stickers, scratch, damage, etc the inside/outside of their locker, this is a form of vandalism and students will be held accountable by disciplinary action.

Lost and Found

Any item found in the school building or on campus should be brought to Lost and Found located in the Clinic Office. Any clothing items or other miscellaneous items not claimed after five days are turned in to Goodwill.

Media Center

The Media Center is open from 6:55 a.m. to 2:15 p.m. each day. Students should have a purpose for visiting the Media Center, whether it is to read, check out a book, or do research. The media center will occasionally be closed for testing, and students will not be allowed access.

- Students are required to enter the Media Center using their planner signed by their teacher (5 per class at a time).
- Students MUST sign up for computer use. A sign in sheet will be provided for the students—proof they were in the Media Center.
- Book bags must be left at the designated area at the front of the Media Center.
- Books may be checked out for two weeks and renewed for an additional two weeks. No fines will be charged for late books; however, students with overdue items cannot check out any materials until the books are returned or paid for.
- If a book is lost the student will be responsible for the replacement price.
- A student must clear his/her name before withdrawing from school.
- Lost materials must be paid for before withdrawing.
- Reference books are checked out on a daily basis.
- Students using the internet in the Media Center will be required to sign for a computer and use the one assigned them by the staff. Parent permission is required before students are allowed to use the internet.
- Printing from the printers in the Media Center will be \$.10 a page. Please ask permission first, as the printers are networked together.
- The following items are for sale in the Media Center:
 - Poster Board - \$.50 a sheet
 - Index Cards - \$.25 for 25 cards
 - Laminating - \$.50 a foot
- DO NOT EAT OR DRINK IN THE MEDIA CENTER.
- BE CONSIDERATE OF OTHERS.

Photo Release Forms

All students are encouraged to have a Parental Release for Use of Student Images in All Formats (MIS Form 1171) on file. Student Image Release forms authorize the use and publish recognizable images of a student in any medium deemed appropriate by the School Board. These mediums include, but are not limited to: Web pages, Newspapers, TV, Multimedia Presentations and Pictures for Professional Journals. Contact the Media Center for information and forms regarding Parental Release for Use of Student Images in All Forms. Forms completed in previous years are still valid. Completed forms should be returned to the Media Center.

Prescribed Medication

- A parent/guardian will need to complete a medication permission form (MIS 5183) and turn it in to the clinic.
- All medication including prescriptions and over-the-counter medication should be delivered to the clinic by a parent or legal guardian in the original container(s) with proper labeling indicating names, dosage and time.
- Teachers are not allowed to dispense any medications (i.e. aspirin, cough drops, Tylenol, etc.) to students.
- A student who is injured or ill while at school should get a pass from his/her teacher to the clinic, which is located at the attendance office. Students are required and responsible for signing in to the clinic upon arriving and sign out when leaving. In case of a serious injury or illness, parents will be contacted and the student cared for until parents arrive.

Safety Drill

The drill signal will be transmitted over the public address system. Evacuation maps are located in all classrooms of the building showing the nearest route from which students should exit the building. Upon exiting the building, students should always be far enough from the building to ensure their safety. Students must stay in touch with their teacher for instructions. Fire lanes must not be blocked to allow the fire department use during an emergency. **No cell phones are to be used during any drill.**

Skip Day

Crestview High School does not recognize or condone a skip day for seniors or any group of students.

Student Planner

A planner is essential for the successful student. Because **organization** is a key skill, a planner is an excellent way for a student to get and stay organized. We have purchased a planner for every student at Crestview High School. These books will be issued on the first day of school and every student is expected to have the book with him/her at all times. If a student loses his/her book, he/she must purchase a new one for \$10.00 from Mrs. Rodriguez in discipline. The planner will be used for the following purposes:

- Daily assignments, tests, project due dates, and homework
- Extracurricular activities
- Hall Passes
- In order for a student to leave a classroom for any reason the student must fill out the required information and have the teacher sign in the appropriate place.
- **If a student uses up all of the passes on the hall pass page of his/her planner, he/she will not be issued another hall pass in any class, student will be required to purchase another planner.**
- Students who are out of the classroom without the planner properly signed will be referred to the administration for disciplinary actions.
- Personal appointments and events
- Students are prohibited from sharing their planner.
- Students who do not have or share their planner will face progressive discipline plan, warning, ASD, 3 hour ASD, STP and placed on a behavior expectation agreement.

Telephone

All school phones are off limits to students except for an emergency. Emergency calls can be made by the secretaries in the attendance office. Telephones in the classrooms **are not** for student use.

Textbooks

Students are responsible for the textbooks issued to them by their subject teacher. Textbooks must be returned to the subject teacher upon completion and/or withdrawal from the class or school. **Reimbursement must be made for lost or damaged books.**

Visitors

All visitors must report to the front office upon arrival at school. Visitors on school property without legitimate school business will be asked to leave and are subject to trespassing violations. Parents are encouraged to visit the school. Arrangements for a classroom visit may be made through the administration with a 24 hour notice. Should it become necessary for a parent or guardian to speak to a student, the student may be called to the Attendance Office to receive the message. **Friends and relatives of students will not be allowed to visit during school hours.**

IV. GUIDANCE

Guidance Office hours are from 6:30 a.m. to 2:30 p.m. Guidance Extended hours will be on Tuesday and Thursday during certain times of the year. Counselors work with students and parents on an appointment system. Students desiring to see their counselor may request an appointment pass from the Guidance Office before, after school, or during their lunch period. Any other time students must have a pass from their teacher. Counselors will see students who have an emergency at any time.

Parents may schedule counselor appointments or parent/teacher conferences by calling the guidance secretary at 689-7177, ext. 2. Parent/teacher conferences are scheduled after school 2:00 p.m. – 2:20 p.m. Teachers must be given at least 24 hours notice. **Students should be present during conferences.**

The following table reflects the statewide, uniform grading system used on report cards for grades 1-12.

Grade	Percent	Definition	Grade Point Value Non-weighted	Grade Point Value Weighted: 0.5	Grade Point Value Weighted: 1.0
A	90-100	Outstanding Progress	4	4.5	5
B	80-89	Above Average Progress	3	3.5	4
C	70-79	Average Progress	2	2.5	3
D	60-69	In Danger of Failing	1	1.5	2
F	0-59	Failure	0	0	0

Academics

For classification purposes a student entering his/her first year of high school will be classified as a freshman. A student must earn six (6) credits to be a sophomore, twelve (12) credits to be a junior, and eighteen (17) credits to be a senior.

Crestview High School Awards Programs

The Crestview High School Award Programs are held in the spring of each year. Invitations to this event are extended to those students who have performed academically in an outstanding manner. To qualify for an invitation, you must meet the following requirements:

- **9th grade:** Earn a 3.75 weighted cumulative GPA or 3.9 unweighted cumulative GPA.
- **10th grade:** Earn a 3.75 weighted cumulative GPA or 3.9 unweighted cumulative GPA.
- **11th grade:** Earn a 3.75 weighted cumulative GPA or 3.9 unweighted cumulative GPA.
- **12th grade:** All Honor Graduates are invited to attend the County Awards Program.

Graduation Requirements

- 4.0 English credits
- 4.0 Math credits (including Algebra 1 and Geometry)
- 3.0 Science credits (including Biology)
- 3.0 Social Science credits (including World History, U.S. History, ½ credit Economics, and ½ credit U.S. Government)
- ½ credit Personal Fitness and ½ credit General PE
- 1 Fine Arts credit
- 8 Elective credits

Students must have a cumulative GPA of 2.0 on a 4.0 scale. One course within the 24 credits must include an online class. Students must also pass the FSA ELA Grade 10 (or earn a passing concordant score on the ACT or SAT) and the Algebra 1 EOC (or earn a passing concordant score on the ACT or SAT).

In order to receive a diploma from a specific Okaloosa County public high school, the student must earn one credit over two semesters at the school during the school year of graduation. Students graduating at the end of the first semester must earn ½ credit at their school over the first semester.

Honor Graduates

Students must be on track to graduate with their cohort. The weighted cumulative GPA, listed below, delineates the selection of Honors Graduates, which includes courses taken during middle school, dual enrollments, and virtual/online courses. The determination of the Top 1% of students will be based on cumulative GPA.

- Summa Cum Laude: 4.25 and above
- Magna Cum Laude: 4.0-4.2499
- Cum Laude: 3.75-3.99

Parent Portal

Parent Portal can help teachers and parents communicate. Teachers put information into their electronic gradebook, and the changes or additions to student information are instantly available. A student ID number and PIN code are required and can be obtained from the student's guidance counselor. To access Parent Portal, go to www.crestviewbulldogs.org, click grades, type in the student's ID and password information. The iOCSD app is also available for Apple and Android devices.

Schedule Correction Policy

Course selection represents a commitment on the part of the student and parent to complete the schedule of classes chosen; however, requests for schedule changes will be considered for the following reasons:

- Scheduling error (example – request Algebra I and receive Algebra II)
- Failure to complete a prerequisite course or requirement
- Graduation or college requirement omitted from schedule
- Special programs requiring unique schedules (such as dual enrollment or music courses)
- Credit recovered for course and/or course completion during the summer
- Duplicate course/blank period on schedule

Due to class size amendment, these policies will be strictly enforced. Students should not expect to be able to change a schedule or course after June 1st. All students who drop a class after the first four (4) weeks of school will receive a penalty "F."

Scholarships

Scholarship information will be available through the Scholarship Center in Guidance and on the Crestview High School website. Students register for Florida Bright Futures Scholarships in fall of their senior year at www.FloridaStudentFinancialAid.org.

Standardized Testing

Students will participate in many forms of testing during their years at CHS. Students may take the following: FSA, SAT, ACT, PSAT, Advanced Placement Exams, State EOCs, and semester exams. All forms of testing are serious in nature and any attempt to invalidate the testing procedure is subject to administrative disciplinary action.

2020 - 2021 Test Schedule

ACT	
Test Date	Registration Deadline
September 12, 2020	August 07, 2020
October 24, 2020	September 20, 2020
December 12, 2020	November 6, 2020
February 06, 2021	January 08, 2021
April 17, 2021	March 05, 2021
June 12, 2021	May 07, 2021
July 17, 2021	June 11, 2021

SAT	
Test Date	Registration Deadline
August 29, 2020	July 31, 2020
October 03, 2020	September 04, 2020
November 07, 2020	October 09, 2020
December 05, 2020	November 06, 2020
March 13, 2021	February 13, 2021
May 08, 2021	April 09, 2021
June 05, 2021	May 07, 2021

Transcripts

Transcripts can be obtained in the Guidance Office. Parent must complete a transcript request form. The first two copies are free. Additional hard copies of transcripts will be a \$1.00. Students may also order transcripts online @okaloosaschools.com.

Withdrawals

A student who is withdrawing must have his/her parent/guardian come to the Guidance Office and complete the withdrawal form. The student must be present at time of withdrawal to return books and other materials to teachers and have each teacher sign the withdrawal form.

Students cannot be officially withdrawn until he/she has been cleared through his/her teachers and paid all debts. Student must also go by the discipline office before completion of the withdrawal process.

Discrimination Complaint Procedures

If a student needs assistance with a situation involving these policies, a Student Equity Complaint should be filed in writing (MIS) 2083 and submitted to a teacher, guidance counselor, or an administrator at the school or to the District contact listed below.

If a parent needs to report an alleged violation of these policies, an informal Equity Complaint should be made to a principal or department director. If the situation cannot be resolved informally, a Formal Equity Grievance (MIS 5139, REV 10/00), in compliance with School Board Policy 6-29, should be directed to the Superintendent's designee listed below. Employees have the option of filing a grievance through appropriate Master Contract procedures in lieu of the Formal Equity Grievance.

Superintendent's Designee

Contact Steve Chatman, (850) 683-9002, for information regarding Equity Policies and Procedures. This policy is in accordance with the Florida Education Equity Act (FEEA) and the Section 504 of the Rehabilitation Act of 1973 and other applicable laws and rules. Contact Amy Bowles, (850) 833-3164, for information regarding IEPs or 504s.

EDUCATIONAL FUNDING ACCOUNTABILITY ACT Section 1010.215, F.S.

SCHOOL DISTRICT OF OKALOOSA COUNTY						
2018-2019 SCHOOL FINANCIAL REPORT				CRESTVIEW HIGH SCHOOL (#0601)		
REVENUES	School*	%	Okaloosa County School District	%	K-12 Education State of Florida	%
Federal	1,351,609\$	9.19%	30,157,184\$	10.63%	3,531,298,510\$	13.38%
State/Local (excludes Lottery)	13,157,087	89.50%	249,934,917	89.24%	22,820,063,633	86.49%
Lottery	192,769	1.30%	107,807	0.04%	9,711,526	0.04%
Private	-	0.00%	86,681	0.11%	23,411,811	0.09%
Total	14,701,465\$	100.00%	280,286,589\$	100.00%	26,384,485,480\$	100.00%
*School revenues based on costs.						
Per Full-Time Equivalent Student						
K-12 OPERATING COSTS**	SCHOOL AVERAGE	DISTRICT AVERAGE***	STATE AVERAGE***	TOTAL COSTS		
Teachers/Teacher Aides (Salaries & Benefits)	4,251\$	5,041\$	4,895\$	8,501,301\$		
Temporary Personnel (Salaries & Benefits)****						
Other Instructional Personnel*****	435	599	1,064	869,813		
Contracted Instructional Services	498	477	235	996,863		
School Administration	541	697	599	1,081,554		
Materials/Supplies/Operating Capital Outlay	296	226	240	592,028		
Food Service	358	369	548	716,525		
Operation and Maintenance of Plant	788	791	971	1,576,207		
Other School-Level Support Services	184	203	236	367,174		
TOTAL SCHOOL COSTS**	7,351\$	8,403\$	8,788\$	14,701,465\$		

**Capital expenditures for new schools are not included.				
***Amounts reported for District and State reflect costs for all levels of students, not costs by school type.				
****The costs of temporary personnel such as substitute teachers and tutors included in "Other School-Level Support Services" are	71\$	67\$	(Not Available)	141,851\$
*****Includes some non-personnel costs, such as teacher training materials.				
District Costs: The amounts above represent only school-level costs. No district-level costs have been included.				
District costs such as transportation and administration for the School District of Okaloosa County totaled \$9,048,838.27 or \$308 per UFTE.				
Per Full-Time Equivalent Student				
K-12 ADDITIONAL DETAIL INFORMATION	SCHOOL AVERAGE	DISTRICT AVERAGE	STATE AVERAGE	TOTAL COSTS
Teachers/Teachers Aides (Salaries/Benefits):				
Basic Programs	4,126\$	4,507\$	4,109\$	5,854,831\$
ESOL	4,555\$	4,815\$	5,016\$	48,106\$
Exceptional Programs	5,471\$	7,323\$	7,544\$	1,660,437\$
Vocational Programs	3,512\$	3,879\$	4,139\$	937,927\$
Adult Programs	Not FEFP Funded	Not FEFP Funded	Not FEFP Funded	Not FEFP Funded
Materials, Supplies, Operating Capital Outlay:				
Textbooks	48\$	81\$	Not Available from State Data Base	95,100\$
Computer Hardware & Software	72\$	30\$	Not Available from State Data Base	143,785\$
Other Instructional Materials	117\$	90\$	Not Available from State Data Base	233,154\$
Other Materials and Supplies	60\$	28\$	Not Available from State Data Base	119,989\$
Library Media Materials	2\$	3\$	Not Available from State Data Base	4,159\$
Note: This information became available on May 1, 2020, from the Florida Department of Education.				