

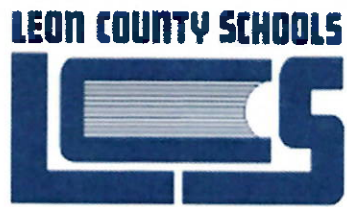
District Advisory Council (DAC) 2023-2024

Thursday, January 4, 2024

6:00 – 8:00 p.m.

Howell Center, 3955 W. Pensacola Street

	What	Who	Outcome
1.	Welcome and Introductions	Dr. Michelle Gayle, Deputy Superintendent	
2.	Superintendent's Welcome	Superintendent Rocky Hanna	
3.	Approval of Agenda	Jaquelyn Steele, Chair	Vote
4.	Approval of Minutes (December 2023)	Jaquelyn Steele, Chair	Vote
5.	SDAC Updates	Aria Fisher, Leon High School Alanis Hubbell Chiles High School	Information
6.	Legislative Overview	Jessica Janasiewicz, Government Consultant	Information
7.	Leon County Schools Foundation Update	Eric Clark Executive Director	Information
8.	Littles to Leaders/ Early Learning	Brook Brunner Director of Early Childhood	Information
9.	Mental Health Updates	Tonja Fitzgerald, Director of Mental Health and Wellness	Information
10.	Policy Updates: Policy 1210, Policy 3210 and Policy 4210- Standards of Ethical Conduct Owner: Daana McAllister Policy 5136- Use of Personal Communication Devices Owner: Bill Nimmons Policy 8420- Emergency Management, Emergency Preparedness and Emergency Response Agencies Owner: Jimmy Williams Policy 2417- Comprehensive Health Education Owner: Shane Syfrett	Wallace Knight Policy Director	Information/Vote
11.	SAC Questions	Jaquelyn Steele, Chair	Information



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12.	Wrap up on Issue	Jaquelyn Steele, Chair	Information
	Adjourn		

**Please note that one or more Board members may attend this meeting.*



Next meeting Thursday, February 8, 2024

District Advisory Council
Thursday, December 7th, 2023
In-Person Meeting: 6:00 p.m. – 8:00 p.m.

- I. **Schools/Members Attending:** Jacquelyn Steele (Chair/Conley), Scott Whittle (Vice-Chair/SAIL), Laura Rich (ACE-Transitions), JoAnne Clark (ACE), Cara Garrett (Astoria Park), Renee Gadsen (Bond), Daniel Zeruto (Buck Lake), Mona Davis (Canopy Oaks), Stacy Ball (Chaires), Sarah Latimer (Chiles), Kathrine Catron (Cobb), Chis Chaback (Deer Lake, Chiles, Hawks Rise), Damaris Barrios (Desoto Trail/ Montford), Linzee Buck (Early Childhood), Beverly Kerrison (Everhart), Cheryl Collier-Brown (Fairview, Griffin), Desmond Cole (Godby), Dr. Anthony Thompson (LCSB: Darryl Jones and Rickards), Louis Dilbert (LCSB: Marcus Nicolas), Janet Tashner (Leon), Bradley Manbarren (Montford), Andreka Rittman-Baker (NIMS), Sandra Alber (Oak Ridge), Ranae Vos (PACE), Ivory Gabriel (Pineview), Gia Gallon (Pineview), Johnitta Wells (Rickards), Leah Hutchinson (Riley), Brandi Andrews (Roberts), Aria Fisher (SDAC), Deanna Hughes (Sealey), Noah Hatcher (Second Chance/Success Academy), Kristen Hunter (Sullivan), Regina Browning (Superintendent appointee- Special), Michele Keltner (Superintendent appointee- Elementary), Tod Lanter (Superintendent appointee- Middle), Dwan Knight (Woodville), Jamie Holleman (Ft. Braden)
- II. **District Members/Visitors:** Superintendent Rocky Hanna, Dr. Michelle Gayle (District), Stacey Turknett (District), Susan Walden (Academic Services), Cathy Shields (ESE Services), Ashley Anderson (Mental Health Services), Billy Epting (District), Maurice Stokes (Riley), Dr. Elizabeth Glenn (21st Century Schools), Jenny Taylor (ESE), Will Spillas (District)
- III. **Excused Members:** Judy Jecko (ACE- Transitions), Chistina Epps (ACE), Linda Edson (Buck Lake), LaShay McKhan (Early Childhood), Karen Minert (ESE), Zellanye Hutchinson (Everhart), Kelli Wills (Gilchrist), Vernisha Howard (Hartsfield), Katie Lyons (Hawks Rise), Dr. Willie Williams (LCSB: Darryl Jones), LaShawn Gordon (LCSB: Marcus Nicolas), Jessica Hooker (LCSB: Alva Swafford-Smith), Katie Crawley (LCVS), Tonja Fitzgerald (Mental Health & Wellness), Kim Sims (Montford), Dr. Marcus Scott (Raa), Heather Daugherty (Ruediger), Matt Roberson (SAIL), Alanis Hubbell (SDAC), Susan Jones (Springwood), Joe Burgess (Superintendent appointee- High School), April Knight (Title 1), Wallace Knight (Title 9 and Policy)
- IV. **Special Guest:**
- V. **Approval of Agenda:**
The motion to approve the December 7, 2023 DAC agenda was made by Cheryl Collier-Brown and seconded by Johnitta Wells. The motion was unanimously approved.
- VI. **Approval of Minutes:**
The motion to approve the October 5, 2023 and November 9, 2023 DAC minutes was made by Cheryl Collier-Brown and seconded by Scott Whittle. The motion was unanimously approved.

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VII. SDAC:

Aria Fischer (Leon High/SDAC DAC Rep) introduced herself and her respective leadership role. She shared information from each high school including winter spirit week activities, National Honor Society activities, and other student led events.

VIII. 21st Century Programs:

Dr. Elizabeth Glenn introduced 21st Century Programs, a grant funded program coming from Florida Department of Education. This is a competitive grant which means that every grant proposal submitted does not get picked. Fourteen schools in Leon County are currently being served from this grant. This grant can be used for out of school times, including holidays, weekends, after and before care, etc. The 21st Century Program does consist of academic activities and assistance, as well as, character building activities that students wouldn't normally receive. Each school's program is designed to meet specific student needs. This program is designed to provide a safe space for students and to increase academic achievement. If you would like additional resources, opportunities to mentor, potential partnership opportunities, or testimonies, please visit their website at

<https://www.leonschools.net/21stCentury#calendar122022/20231219/month>

IX. ESE Services:

Cathy Shields discussed which positions are classified under ESE Services, including: ESE Program Specialists for Compliance and Behavior, Deaf and Hard of Hearing Teachers, Vision Impaired Teachers, Assistive Technology, Speech Language Pathologists, Occupational Therapists, Physical Therapists, Adult Education at ACE, and the Transition Program. She discussed IDEA (Individuals with Disabilities Education Act) which is a special education law for students who require specialized instruction. She discussed 504 plans which is a Civil Rights Law for students with a disability who do not require specialized instruction. To determine if a student needs a 504 Plan or an IEP (Individualized Education Plan), we use a data-driven team approach to determine the appropriate interventions, accommodations, and modifications. If your child is experiencing difficulties academically, socially/emotionally, please reach out to your child's teacher or guidance counselor to set up a meeting to establish support to best help your child succeed.

X. Student Threat Assessments

Ashley Anderson introduced student threat assessments and discussed the different types of threat assessments and their components. The mission is to keep the students safe and ensure student and family success and overall well-being. Anyone with information that could impact student, staff, or family safety should be reported. If you would like to anonymously report a potential threat or concerning behavior, call 850-922-KIDS, email 922crisis@leonschools.net, or use the link attached to report to FortifyFI Tips www.getfortifyfl.com/tip.html or use the Anonymous App. Depending on the type of threat or behavior, a threat assessment or suicide assessment would be conducted. We want to be able to intervene as soon as possible, before the student is any type of planning stage. A threat assessment is a

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systematic fact-based method to identify levels of concern which may include the development of a student support management plan. Ongoing process. It is not profiling, an emergency or crisis response, a disciplinary process, or a suicide risk assessment.

XI. Policy Updates:

- Policy 2522- Challenges to Adoption or Use of Instructional, Library, or Reading List Materials (Presented by Shane Syfrett). The motion to approve Policy 2522 was made by Scott Whittle and seconded by Regina Browning. The motion was unanimously approved.
- Policy 2522.01-Challenges to Materials Used in Classrooms, Made Available in School or Classroom Library, or Included on A Reading List (Presented by Shane Syfrett). The motion to approve Policy 2522.01 was made by Scott Whittle and seconded by Ivory Gabriel. The motion was unanimously approved.
- Policy 1120- Employment of Administrators (Presented by Billy Epting). The motion to approve Policy 1120 was made by Scott Whittle and seconded by Regina Browning. The motion was unanimously approved.
- Policy 5780- Student/Parent Rights (Presented by William Spillas). The motion to approve Policy 5780 was made by Scott Whittle and seconded by Daniel Zeruto. The motion was unanimously approved.
- Policy 6320- Purchasing and Contracting Goods and Services (Presented by Billy Epting). The motion to approve Policy 6320 was made by Jamie Holleman and seconded by Daniel Zeruto. The motion was unanimously approved.
- Policy 6450- Local Purchasing Preference (Presented by Billy Epting). The motion to approve Policy 6450 was made by Jamie Holleman and seconded by Scott Whittle. The motion was unanimously approved.

XII. DAC Secretary Vacancy:

The motion to approve Kristen Hunter as the DAC Secretary was made by Jamie Holleman and seconded by Johnitta Wells. The motion was unanimously approved.

XIII. Wrap-Up:

Jamie Holleman informed us that School Choice for the 2023-2024 school year will open on January 8th and run through March 1st on the Focus Parent Portal. If you are approved currently, you do not have to reapply unless you want to change schools. If you are not registered, you may register now. Documents are not needed until enrollment starts for the 2023-2024 school year.

XIV. Adjourn:

The DAC meeting on Thursday, December 7th, 2023 was adjourned at 8:00 p.m.



Book	Policy Manual
Section	1000 Administration
Title	STANDARDS OF ETHICAL CONDUCT
Code	po1210
Status	
Legal	F.S. 112.312, 112.313, 112.3145, 1001.32, 1001.41, 1001.42, 1001.42(6), 1001.421, 1001.49, 1001.51, 1001.54 F.S. 1006.32, 1006.145, 1012.23, 1012.28, 1012.33, 1012.53 F.A.C. 6A-10.081
Adopted	September 4, 2012
Last Revised	February 24, 2015

1210 - **PRINCIPLES STANDARDS OF ETHICAL CONDUCT AND ETHICS FOR DISTRICT PERSONNEL**

The School Board and Superintendent hold the highest expectations for the conduct of all employees of the District.

It is expected that employees will be of good moral character and demonstrate conduct as an employee that is at all times appropriate and consistent with the high standards that the School District and community expect.

It is expected that employees will be competent and capable in the performance of assigned duties, functions and responsibilities, demonstrating quality and pride in their efforts, and serve as an appropriate role model for students while supporting the Board mission and goals.

Definitions

For the purposes of this policy, the term "administrator" means those individuals identified in F.S. 1012.01(3). Administrative personnel typically perform management activities such as developing broad policies for the District and executing those policies through the direction of personnel at all levels within the District. Administrative personnel are generally high-level, responsible personnel who have been assigned the responsibilities of systemwide or schoolwide functions, including the following:

- A. the superintendent;
- B. District-based instructional administrators;
- C. District-based noninstructional administrators;
- D. school administrators

Standards of Ethical Conduct

Employees shall be expected to meet specific standards of conduct described in Board policies and procedures, negotiated contracts, and the *Principles of Professional Conduct for the Education Profession in Florida* as detailed below. Administrators shall be guided by and adhere to the following ethical principles:

- A. The administrator values the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.
- B. The administrator's primary professional concern will always be for the student and for the development of the student's potential. The administrator will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.
- C. The administrator strives to achieve and sustain the highest degree of ethical conduct because they are aware of the importance of maintaining the respect and confidence of one's colleagues, of students, of parents, and of other members of the community.

Any District administrators shall comply with the following disciplinary principles. Violation of any of these principles shall subject the individual to revocation or suspension of the individual administrator's certificate, or the other penalties as provided by law.†

A. Obligation to the student requires the District administrator shall:

1. make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety;
2. not unreasonably restrain a student from independent action in pursuit of learning;
3. not unreasonably deny a student access to diverse points of view;
4. not intentionally suppress or distort subject matter relevant to a student's academic program;
5. not intentionally expose a student to unnecessary embarrassment or disparagement;
6. not intentionally provide classroom instruction to students in prekindergarten through grade 8 on sexual orientation or gender identity, except when required by Sections 1003.42(2)(n)3. and 1003.46, F.S.;
7. not intentionally provide classroom instruction to students in grades 9 through 12 on sexual orientation or gender identity unless such instruction is required by state academic standards as adopted in Rule 6A-1.09401, F.A.C., or is part of a reproductive health course or health lesson for which a student's parent has the option to have his or her student not attend.
8. not intentionally violate or deny a student's legal rights;
9. not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being unless the individual reasonably believes that disclosure would result in abuse, abandonment, or neglect as defined in Section 39.01, F.S.
10. not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable efforts to assure that each student is protected from harassment or discrimination; discrimination on the basis of race, color, national origin, or sex includes subjecting any student to training or instruction that espouses, promotes, advances, inculcates, or compels such student to believe any of the concepts listed in F.S. 1000.05(4)(a);
11. not exploit a relationship with a student for personal gain or advantage;
12. keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law;
13. not violate s. 553.865(9)(b), F.S., which relates to entering restrooms and changing facilities designated for the opposite sex on the premises of an educational institution;
14. not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in educational institutions.

B. Obligations to the public requires that the District administrator shall:

1. take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated;
2. not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression;
3. not use institutional privileges for personal gain or advantage;
4. accept no gratuity, gift, or favor that might influence professional judgment;
5. offer no gratuity, gift, or favor to obtain special advantages.†

C. Obligation to the profession of education requires that the District administrator shall:

1. maintain honesty in all professional dealings;
2. not on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization;
3. not interfere with a colleague's exercise of political or civil rights and responsibilities;
4. not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment; and, further, shall make reasonable efforts to assure that each individual is protected from such harassment or discrimination;
5. not make malicious or intentionally false statements about a colleague;
6. not use coercive means or promise special treatment to influence professional judgments of colleagues;

7. not misrepresent one's own professional qualifications;
8. not submit fraudulent information on any document in connection with professional activities;
9. not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for a professional position;
10. not withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment;
11. provide upon the request of a certificated individual a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment;
12. not assist entry into or continuance in the profession of any person known to be unqualified in accordance with these Principles of Professional Conduct for the Education Profession in Florida and other applicable Florida statutes and State Board of Education rules;
13. self-report within forty-eight (48) hours to appropriate authorities (as determined by the District) any arrests/charges involving the abuse of a child or the sale and/or possession of a controlled substance;

Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any purpose in any proceeding, civil or criminal, administrative or judicial, investigatory or adjudicatory.

In addition, administrators shall self-report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within forty-eight (48) hours after the final judgment. When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of F.S. 943.0585(4)(c) and F.S. 943.059(4)(c).

14. report to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);
 15. seek no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);
 16. comply with the conditions of an order of the Education Practices Commission imposing probation, imposing a fine, or restricting the authorized scope of practice;
 17. as the supervising administrator, cooperate with the Education Practices Commission in monitoring the probation of a subordinate.
- D. No administrative staff member shall have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or incur any obligation of any nature that is in substantial conflict with the proper discharge of their duties in the public interest.
- E. No administrator shall solicit or accept anything of value including a gift (See F.S. 112.312), loan, reward, promise of future employment, favor, or service, based upon an understanding that the vote, official action, or judgment of the administrator would be influenced thereby.
- F. All District administrative staff members shall adhere to the ethical and disciplinary principles enumerated above.

Training

All administrators shall be required to complete training on the standards established herein upon employment and annually thereafter.

Responsibilities Related to Allegations of Misconduct

Pursuant to F.S. 1001.42(7), the superintendent may not knowingly sign and transmit to any State official a report of alleged misconduct by instructional personnel or school administrators which affects the health, safety, or welfare of a student which the superintendent knows to be false or incorrect, or knowingly fail to adopt policies that require instructional personnel and school administrators to report alleged misconduct by other instructional personnel and school administrators, or that require the investigation of all reports of alleged misconduct by instructional personnel and school administrators, if the misconduct affects the health, safety, or welfare of a student. Violation of these provisions will result in the forfeit of the superintendent's salary for one (1) year.

Educators and all those who come in direct contact with students hold positions of great trust. As members of a licensed profession, educators have an obligation to students, citizens and their profession to uphold the highest ethical standards.

~~Instructional and school administrative personnel as defined in F.S. 1012.01, are to complete training on the reporting of child abuse and educator misconduct. It is the duty of instructional personnel and school administrators to report alleged misconduct by other instructional personnel and school administrators that affects the health, safety or welfare of students. Individuals who report are granted liability protection under F.S. 39-203, and 768.095. Instructional personnel and administrators who fail to report alleged misconduct that affects the health, safety or welfare of a student are subject to termination and forfeiture of certification.~~

~~The School District may not enter into a confidentiality agreement regarding terminated or dismissed instructional personnel or school administrators, or those who resign in lieu of termination, based in whole or in part on misconduct that affects the health, safety or welfare of a student. The School District may not provide employment references or discuss the employee's performance with prospective employers in another educational setting without disclosing the employee's misconduct.~~

~~To this end, it is the responsibility of administrative staff members to:~~

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- A. ~~make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety;~~
- B. ~~not unreasonably restrain a student from independent action in pursuit of learning;~~
- C. ~~not unreasonably deny a student access to diverse points of view;~~
- D. ~~not intentionally suppress or distort subject matter relevant to a student's academic program;~~
- E. ~~not intentionally expose a student to unnecessary embarrassment or disparagement;~~
- F. ~~not intentionally violate or deny a student's legal rights;~~
- G. ~~not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable efforts to assure that each student is protected from harassment or discrimination; and~~
- H. ~~not exploit a relationship with a student for personal gain or advantage.~~

Specific Standards of Conduct

Employees covered by other regulatory agencies or boards are subject to their established codes and principles.

Employee Effectiveness

No employee may engage in conduct that seriously reduces his/her effectiveness as an employee or interferes with the orderly operation of a school or the District. Expectations for conduct shall include, but not be limited to:

- A. ~~maintaining respect, integrity and honesty in all dealings including refraining from use of profanity or discrimination based upon race, color, religion, gender or sexual orientation, national origin or disability;~~
- B. ~~keeping in confidence personally identifiable student or adult information obtained in the course of District service unless disclosure is required in carrying out District business or is otherwise required by law;~~
- C. ~~refraining from making malicious or intentionally false statements about another employee or from providing fraudulent information on a document;~~
- D. ~~providing truthful information on all written documents;~~
- E. ~~providing, upon the request, a certificated individual a written statement of specific reasons for recommendation that lead to the denial of increments, significant changes in employment, or termination of employment;~~
- F. ~~not assisting entry into or continuation in the profession of any person known to be unqualified in accordance with these Principles of Professional Conduct for the Education Profession in Florida and other applicable Florida statutes and State Board of Education rules;~~
- G. ~~reporting to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);~~
- H. ~~seeking no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);~~
- I. ~~complying with the conditions of an order of the Education Practices Commission imposing probation, imposing a fine, or restricting the authorized scope of practice; and~~
- J. ~~cooperating with the Education Practices Commission, as the supervising administrator, in monitoring the probation of a subordinate.~~

Fraternization

Fraternization may create the perception of inappropriate conduct or may lead to allegations or instances of sexual harassment or child abuse. Accordingly, no employee shall:

- A. ~~transport students in personal vehicles, or ride in a personal vehicle with a student, before, during or after school hours without the express permission of the principal or the parent(s) or legal guardian of the student, and a record of the permission placed on file; or~~
- B. ~~allow a student into his/her home, or enter the home of a student, at any time without the express permission of the principal or the parent(s) or legal guardian of the student, and a record of the permission placed on file.~~

Reporting Violations

Employees shall report a possible violation of Board policy or inappropriate conduct to responsible authorities.

Conflict of Interest

As required by F.S. 112.314, elected officials and certain non-elected District employees are required to file an annual statement of financial interests with the Florida Commission on Ethics. The District Financial Disclosure Coordinator shall annually review the statements to identify any potential or existing conflicts.

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Employees are governed by the provisions of F.S. 112.313, *Standards of Conduct for Public Officers, Employees of Agencies, and Local Government Attorneys*. Consistent with that law, no employee of the Board shall:

- A. accept anything of value including a payment, gift, favor or service that might reasonably tend to influence him/her in the discharge of official duty;
 - B. use his/her position to secure special privileges or exemptions for himself/herself or others;
 - C. hold employment or engage in any business or professional activity that might reasonably require or induce disclosure of confidential information acquired through or as a result of the employee's position;
 - D. hold employment or a contractual relationship that will create a conflict between the employee's private interests and the performance of District duties, subject to the exemptions stated in F.S. 112.313(12);
 - E. use confidential information gained by reason of his/her position for personal gain or benefit;
 - F. engage in any business, employment, or contractual relationship that might impair the employee's independence of judgment in performance of public duties including renting or leasing any realty, goods, or services on behalf of the District from any business entity of which the employee or the employee's spouse or child is an officer, partner, director, or proprietor or in which the employee, spouse, or child has a material interest or, acting in a private capacity, selling any realty, goods, or services to the District;
- These prohibitions are subject to the exemptions stated in F.S. 112.313(12).
- G. use coercive means or promise special treatment to influence professional judgments of colleagues.

Grounds for Discipline

Grounds for discipline, including dismissal, shall include, but not be limited to, incompetency, gross immorality an act involving moral turpitude, misconduct in office, gross insubordination or willful neglect of duty, conviction of a misdemeanor, felony or other criminal charge other than a decriminalized traffic offense, or other conduct inconsistent with these *Principles of Conduct and Ethics*. Employees will be provided with notice and an appeal procedure appropriate to the nature of the discipline.

Self-reporting of Arrests or Criminal Charges or Their Disposition

An employee who has been arrested for or charged with a felony, abuse of a child, or the sale, distribution and/or possession of a controlled substance shall notify his/her site administrator within forty-eight (48) hours of the arrest. In addition, the employee shall self-report to his/her site administrator any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or nolo contendere for any criminal offense other than a decriminalized traffic violation within forty-eight (48) hours after the final judgment. The site administrator must report this information to the Superintendent or designee within a period of twenty-four (24) hours thereafter. The Superintendent or designee shall notify the Board within five (5) calendar days of receiving notice that an employee has been arrested or charged with an offense listed above or enumerated in F.S. 1012.315, or has been found guilty, has pleaded guilty or nolo contendere, has been committed to a pretrial diversion program, or had adjudication withheld, for such an offense. The Superintendent shall take such action as may be appropriate under the circumstances, including, but not limited to, transfer, suspension, or initiation of discipline of such employee, up to and including dismissal, in order to protect the health, safety and welfare of students, other employees and members of the public. In addition, the Superintendent shall, on behalf of the School District, file such information with the Florida Department of Education within thirty (30) calendar days following notification from any law enforcement agency or other reliable source as may be required for certified staff pursuant to F.S. 1012.796 and 1012.34. When handling sealed and expunged records disclosed under this rule, the Board shall comply with the confidentiality provisions of F.S. 943.0858(4)(c) and 943.059(4)(c).

See AP 1210—Standards for Ethical Conduct, for the process of reporting and investigating employees' acts or omissions that may be detrimental to their work effectiveness or students.

Effective 9/4/12
Revised 2/24/15

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Book	Policy Manual
Section	3000 Instructional Staff
Title	STANDARDS OF ETHICAL CONDUCT
Code	po3210
Status	
Legal	F.A.C. 6A-10.081 F.S. 112.312, 112.313, 1001.32, 1001.41, 1001.42(6), 1001.421, 1001.49, 1001.51, 1001.54, 1006.145, 1006.32 F.S. 1012.23, 1012.28, 1012.33, 1012.53
Adopted	September 4, 2012

3210 - STANDARDS OF ETHICAL CONDUCT

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It is expected that employees will be competent and capable in the performance of assigned duties, functions and responsibilities, demonstrating quality and pride in their efforts, and serve as an appropriate role model for students while supporting the Board mission and goals.

Standards of Ethical Conduct

~~Employees shall be expected to meet specific standards of conduct described in Board policies and procedures, negotiated contracts, and the Principles of Professional Conduct for the Education Profession in Florida as detailed below.~~
Instructional staff members shall be guided by and adhere to the following principles:

- A. The instructional staff member values the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.
- B. The instructional staff member's primary professional concern will always be for the student and for the development of the student's potential. The instructional staff member will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.
- C. The instructional staff member strives to achieve and sustain the highest degree of ethical conduct because they are aware of the importance of maintaining the respect and confidence of one's colleagues, of students, of parents, and of other members of the community.

~~An~~ District instructional staff members shall comply with the following disciplinary principles. Violation of any of these principles shall subject the individual to revocation or suspension of the individual instructional staff member's certificate, or the other penalties as provided by law.

A. Obligation to the student requires that the District instructional staff member shall:

1. make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.
2. not unreasonably restrain a student from independent action in pursuit of learning.
3. not unreasonably deny a student access to diverse points of view.

4. not intentionally suppress or distort subject matter relevant to a student's academic program.
 5. not intentionally expose a student to unnecessary embarrassment or disparagement.
 6. not intentionally provide classroom instruction to students in prekindergarten through grade 8 on sexual orientation or gender identity, except when required by Sections 1003.42(2)(n)3. and 1003.46, F.S.;
 7. not intentionally provide classroom instruction to students in grades 9 through 12 on sexual orientation or gender identity unless such instruction is required by state academic standards as adopted in Rule 6A-1.09401, F.A.C., or is part of a reproductive health course or health lesson for which a student's parent has the option to have his or her student not attend.
 8. not intentionally violate or deny a student's legal rights.
 9. not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being unless the individual reasonably believes that disclosure would result in abuse, abandonment, or neglect as defined in Section 39.01, F.S.
 10. not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable efforts to assure that each student is protected from harassment or discrimination. Discrimination on the basis of race, color, national origin, or sex includes subjecting any student to training or instruction that espouses, promotes, advances, inculcates, or compels such student to believe any of the concepts listed in F.S. 1000.05(4)(a).
 11. not exploit a relationship with a student for personal gain or advantage.
 12. keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.
 13. not violate s. 553.865(9)(b), F.S., which relates to entering restrooms and changing facilities designated for the opposite sex on the premises of an educational institution;
 14. not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in educational institutions.
- B. Obligations to the public requires that the District instructional staff member shall:
1. take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated.
 2. not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.
 3. not use institutional privileges for personal gain or advantage.
 4. accept no gratuity, gift, or favor that might influence professional judgment.
 5. offer no gratuity, gift, or favor to obtain special advantages.
- C. Obligation to the profession of education requires that the District instructional staff member shall:
1. maintain honesty in all professional dealings.
 2. not on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.
 3. not interfere with a colleague's exercise of political or civil rights and responsibilities.
 4. not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment; and, further, shall make reasonable efforts to assure that each individual is protected from such harassment or discrimination.
 5. not make malicious or intentionally false statements about a colleague.
 6. not use coercive means or promise special treatment to influence professional judgments of colleagues.
 7. not misrepresent one's own professional qualifications.
 8. not submit fraudulent information on any document in connection with professional activities.
 9. not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for a professional position.
 10. not withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment.
 11. provide upon the request of a certificated individual a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.

12. not assist entry into or continuance in the profession of any person known to be unqualified in accordance with these *Principles of Professional Conduct for the Education Profession in Florida* and other applicable Florida statutes and State Board of Education rules.
 13. self-report within forty-eight (48) hours to appropriate authorities (as determined by the District) any arrests/charges involving the abuse of a child or the sale and/or possession of a controlled substance. Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any purpose in any proceeding, civil or criminal, administrative or judicial, investigatory or adjudicatory. In addition, instructional staff members shall self-report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or nolo contendere for any criminal offense other than a minor traffic violation within forty-eight (48) hours after the final judgment. When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of F.S. 943.0585(4)(c) and 943.059(4)(c).
 14. report to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1).
 15. seek no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1).
 16. comply with the conditions of an order of the Education Practices Commission imposing probation, imposing a fine, or restricting the authorized scope of practice.
 17. as the supervising administrator, cooperate with the Education Practices Commission in monitoring the probation of a subordinate.
- D. No instructional staff member shall have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or incur an obligation of any nature that is in substantial conflict with the proper discharge of their duties in the public interest.
- E. All District instructional staff members shall adhere to the principles enumerate above.

Training

All instructional staff members shall be required to complete training on the standards established herein upon employment and annually thereafter.

Educators and all those who come in direct contact with students hold positions of great trust. As members of a licensed profession, educators have an obligation to students, citizens, and their profession to uphold the highest ethical standards:

Instructional and school administrative personnel as defined in F.S. 1012.01, are to complete training on the reporting of child abuse and educator misconduct. It is the duty of instructional personnel and school administrators to report alleged misconduct by other instructional personnel and school administrators that affects the health, safety or welfare of students (see Policy 8462—Student Abuse and Neglect). Individuals who report are granted liability protection under F.S. 39-203, and 768.095. Instructional personnel and administrators who fail to report alleged misconduct that affects the health, safety or welfare of a student are subject to termination and forfeiture of certification.

The Superintendent may not enter into a confidentiality agreement regarding terminated or dismissed instructional personnel or school administrators, or those who resign in lieu of termination, based in whole or in part on misconduct that affects the health, safety or welfare of a student. The School District may not provide employment references or discuss the employee's performance with prospective employers in another educational setting without disclosing the employee's misconduct.

To this end, it is the responsibility of instructional staff members to:

- A. make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety;
- B. not unreasonably restrain a student from independent action in pursuit of learning;
- C. not unreasonably deny a student access to diverse points of view;
- D. not intentionally suppress or distort subject matter relevant to a student's academic program;
- E. not intentionally expose a student to unnecessary embarrassment or disparagement;
- F. not intentionally violate or deny a student's legal rights;
- G. not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable efforts to assure that each student is protected from harassment or discrimination; and
- H. not exploit a relationship with a student for personal gain or advantage.

Specific Standards of Conduct

Employees covered by other regulatory agencies or boards are subject to their established codes and principles:

A. Employee Effectiveness

No employee may engage in conduct that seriously reduces his/her effectiveness as an employee or interferes with the orderly operation of a school or the District. Expectations for conduct shall include, but not be limited to:

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1. ~~maintaining respect, integrity and honesty in all dealings including refraining from use of profanity or discrimination based upon race, color, religion, gender or sexual orientation, national origin or disability;~~
2. ~~keeping in confidence personally identifiable student or adult information obtained in the course of District service unless disclosure is required in carrying out District business or is otherwise required by law;~~
3. ~~refraining from making malicious or intentionally false statements about another employee or from providing fraudulent information on a document;~~
4. ~~providing truthful information on all written documents;~~
5. ~~providing, upon the request, a certificated individual a written statement of specific reasons for recommendation that lead to the denial of increments, significant changes in employment, or termination of employment;~~
6. ~~not assisting entry into or continuation in the profession of any person known to be unqualified in accordance with these Principles of Professional Conduct for the Education Profession in Florida and other applicable Florida statutes and State Board of Education rules;~~
7. ~~reporting to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);~~
8. ~~seeking no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);~~
9. ~~complying with the conditions of an order of the Education Practices Commission imposing probation, imposing a fine, or restricting the authorized scope of practice; and~~
10. ~~cooperating with the Education Practices Commission, as the supervising administrator, in monitoring the probation of a subordinate;~~

B. **Fraternization**

Fraternization may create the perception of inappropriate conduct or may lead to allegations or instances of sexual harassment or child abuse. Accordingly, no employee shall:

1. ~~transport students in personal vehicles, or ride in a personal vehicle with a student, before, during or after school hours without the express permission of the principal or the parent(s) or legal guardian of the student, and a record of the permission placed on file; or~~
2. ~~allow a student into his/her home, or enter the home of a student, at any time without the express permission of the principal or the parent(s) or legal guardian of the student, and a record of the permission placed on file;~~

C. **Reporting Violations**

Employees shall report a possible violation of Board policy or inappropriate conduct to responsible authorities.

D. **Conflict of Interest**

Employees are governed by the provisions of F.S. 112.313, **Standards of Conduct for Public Officers, Employees of Agencies, and Local Government Attorneys**. Consistent with that law, no employee of the Board shall:

1. ~~accept anything of value including a payment, gift, favor or service that might reasonably tend to influence him/her in the discharge of official duty;~~
2. ~~Use his/her position to secure special privileges or exemptions for himself/herself or others;~~
3. ~~hold employment or engage in any business or professional activity that might reasonably require or induce disclosure of confidential information acquired through or as a result of the employee's position;~~
4. ~~hold employment or a contractual relationship that will create a conflict between the employee's private interests and the performance of district duties, subject to the exemptions stated in F.S. 112.313(12);~~
5. ~~use confidential information gained by reason of his/her position for personal gain or benefit;~~
6. ~~engage in any business, employment, or contractual relationship that might impair the employee's independence of judgment in performance of public duties including renting or leasing any realty, goods, or services on behalf of the District from any business entity of which the employee or the employee's spouse or child is an officer, partner, director, or proprietor or in which the employee, spouse, or child has a material interest or, acting in a private capacity, selling any realty, goods, or services to the District;
These prohibitions are subject to the exemptions stated in F.S. 112.313(12).~~
7. ~~use coercive means or promise special treatment to influence professional judgments of colleagues.~~

E. **Grounds for Discipline**

Grounds for discipline, including dismissal, shall include, but not be limited to, incompetency, gross immorality an act involving moral turpitude, misconduct in office, gross insubordination or willful neglect of duty, conviction of a misdemeanor, felony or other criminal charge other than a decriminalized traffic offense, or other conduct inconsistent with these Principles of Conduct

and Ethics. Employees will be provided with notice and an appeal procedure appropriate to the nature of the discipline.

F. Self-reporting of Arrests or Criminal Charges or Their Disposition

~~An employee who has been arrested for or charged with a felony, abuse of a child, or the sale, distribution and/or possession of a controlled substance shall notify his/her site administrator within forty-eight (48) hours of the arrest. In addition, the employee shall self-report to his/her site administrator any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or nolo contendere for any criminal offense other than a decriminalized traffic violation within forty-eight (48) hours after the final judgment. The site administrator must report this information to the Superintendent within a period of twenty-four (24) hours thereafter. The Superintendent shall notify the Board within five (5) calendar days of receiving notice that an employee has been arrested or charged with an offense listed above or enumerated in F.S. 1012.315, or has been found guilty, has pleaded guilty or nolo contendere, has been committed to a pretrial diversion program, or had adjudication withheld, for such an offense. The Superintendent shall take such action as may be appropriate under the circumstances, including, but not limited to, transfer, suspension, or initiation of discipline of such employee, up to and including dismissal, in order to protect the health, safety and welfare of students, other employees and members of the public. In addition, the Superintendent shall, on behalf of the school district, file such information with the Florida Department of Education within thirty (30) calendar days following notification from any law enforcement agency or other reliable source as may be required for certified staff pursuant to F.S. 1012.796 and 1012.34. When handling sealed and expunged records disclosed under this rule, the Board shall comply with the confidentiality provisions of F.S. 943.0858(4)(c) and 943.059(4)(c).~~

G. ~~The Superintendent shall develop and disseminate procedures to communicate this policy to all staff and provide for appropriate assistance and discipline as required.~~

~~See Procedure 3210—Standards for Ethical Conduct, for the process of reporting and investigating employees' acts or omissions which may be detrimental to their work effectiveness or students.~~

~~See administrative procedures for the process of reporting and investigating employees' acts or omissions that may be detrimental to their work effectiveness or students.~~

Effective 9/5/12

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Book	Policy Manual
Section	4000 Support Staff
Title	STANDARDS OF ETHICAL CONDUCT
Code	po4210
Status	
Legal	F.A.C. 6A-10.081 F.S. 112.312, 112.313, 1001.32, 1001.41, 1001.42(6), 1001.421, 1001.49, 1001.51, 1001.54, 1006.32, 1006.145 F.S. 1012.23, 1012.28, 1012.33, 1012.53
Adopted	September 4, 2012

4210 - STANDARDS OF ETHICAL CONDUCT

The School Board and Superintendent hold the highest expectations for the conduct of all employees of the District.

It is expected that employees will be of good moral character and demonstrate conduct as an employee that is at all times appropriate and consistent with the high standards that the School District and community expect.

It is expected that employees will be competent and capable in the performance of assigned duties, functions and responsibilities, demonstrating quality and pride in their efforts, and serve as an appropriate role model for students while supporting the Board mission and goals.

Standards of Ethical Conduct

~~Employees shall be expected to meet specific standards of conduct described in Board policies and procedures, negotiated contracts, and the Principles of Professional Conduct for the Education Profession in Florida as detailed below.~~
Support staff members shall be guided by and adhere to the following ethical principles:

- A. The support staff member values the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.
- B. The support staff member's primary professional concern will always be for the student and for the development of the student's potential. The support staff member will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.
- C. The support staff member strives to achieve and sustain the highest degree of ethical conduct because they are aware of the importance of maintaining the respect and confidence of one's colleagues, of students, of parents, and of other members of the community.

District support staff members with who have direct access to students shall comply with the following disciplinary principles. Individuals who violate any of these principles shall be subject to disciplinary action, as well as other penalties as may be provided by law. †

- A. Obligation to the student requires that the District support staff member shall:
 1. make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.
 2. not unreasonably restrain a student from independent action in pursuit of learning.
 3. not unreasonably deny a student access to diverse points of view.

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4. not intentionally suppress or distort subject matter relevant to a student's academic program.
 5. not intentionally expose a student to unnecessary embarrassment or disparagement.
 6. not intentionally provide classroom instruction to students in prekindergarten through grade 8 on sexual orientation or gender identity, except when required by Sections 1003.42(2)(n)3. and 1003.46, F.S.;
 7. not intentionally provide classroom instruction to students in grades 9 through 12 on sexual orientation or gender identity unless such instruction is required by state academic standards as adopted in Rule 6A-1.09401, F.A.C., or is part of a reproductive health course or health lesson for which a student's parent has the option to have his or her student not attend.
 8. not intentionally violate or deny a student's legal rights.
 9. not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being unless the individual reasonably believes that disclosure would result in abuse, abandonment, or neglect as defined in Section 39.01, F.S.
 10. not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable efforts to assure that each student is protected from harassment or discrimination. Discrimination on the basis of race, color, national origin, or sex includes subjection any student to training or instruction that espouses, promotes, advances, inculcates, or compels such student to believe any of the concepts listed in F.S. 1000.05(4)(a).
 11. not exploit a relationship with a student for personal gain or advantage.
 12. keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.
 13. not violate s. 553.865(9)(b), F.S., which relates to entering restrooms and changing facilities designated for the opposite sex on the premises of an educational institution;
 14. not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in educational institutions.
- B. Obligation to the public requires that the District support staff member shall:
1. take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated.
 2. not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.
 3. not use institutional privileges for personal gain or advantage.
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- C. Obligation to the profession of education requires that the District support staff member shall:
1. maintain honesty in all dealings.
 2. not on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.
 3. not interfere with a colleague's ~~another District employee's~~ exercise of political or civil rights and responsibilities.
 4. not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment; and, further, shall make reasonable efforts to assure that each individual is protected from such harassment or discrimination.
 5. not make malicious or intentionally false statements about ~~another District employee~~ a colleague.
 6. not use coercive means or promise special treatment to influence professional judgments of colleagues.
 7. not misrepresent one's own professional qualifications.
 8. not submit fraudulent information on any document in connection with ~~professional activities~~ employment.
 9. not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for ~~employment~~ a professional position.
 10. not withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment.
 11. provide upon the request of a certificated individual a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.

12. not assist entry into or continuance in the profession of any person known to be unqualified in accordance with these *Principles of Professional Conduct for the Education Profession in Florida* and other applicable Florida statutes and State Board of Education rules.
 13. self-report within forty-eight (48) hours to appropriate authorities (as determined by the District) any arrests/charges involving the abuse of a child or the sale and/or possession of a controlled substance. Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any purpose in any proceeding, civil or criminal, administrative or judicial, investigatory or adjudicatory. In addition, support staff members shall self-report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within forty-eight (48) hours after the final judgment. When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of F.S. 943.0585(4)(c) and 943.059(4)(c).
 14. report to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1).
 15. seek no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1).
- D. No support staff member shall have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or incur an obligation of any nature that is in substantial conflict with the proper discharge of their duties in the public interest.
- E. All District support staff members shall adhere to the principles enumerate above.

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To this end, it is the responsibility of support staff members to:

- A. ~~make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety;~~
- B. ~~not unreasonably restrain a student from independent action in pursuit of learning;~~
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- D. ~~not intentionally suppress or distort subject matter relevant to a student's academic program;~~
- E. ~~not intentionally expose a student to unnecessary embarrassment or disparagement;~~
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- G. ~~not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable efforts to assure that each student is protected from harassment or discrimination; and~~
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- A. ~~maintaining respect, integrity and honesty in all dealings including refraining from use of profanity or discrimination based upon race, color, religion, gender or sexual orientation, national origin or disability;~~
- B. ~~keeping in confidence personally identifiable student or adult information obtained in the course of District service unless disclosure is required in carrying out District business or is otherwise required by law;~~

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- C. ~~refraining from making malicious or intentionally false statements about another employee or from providing fraudulent information on a document;~~
- D. ~~providing truthful information on all written documents;~~
- E. ~~not interfering with another District employee's exercise of political or civil rights and responsibilities;~~
- F. ~~providing, upon the request, a certificated individual a written statement of specific reasons for recommendation that lead to the denial of increments, significant changes in employment, or termination of employment;~~
- G. ~~not assisting entry into or continuation in the profession of any person known to be unqualified in accordance with these Principles of Professional Conduct for the Education Profession in Florida and other applicable Florida statutes and State Board of Education rules;~~
- H. ~~reporting to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);~~
- I. ~~seeking no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education rules as defined in F.S. 1012.795(1);~~
- J. ~~complying with the conditions of an order of the Education Practices Commission imposing probation, imposing a fine, or restricting the authorized scope of practice; and~~
- K. ~~cooperating with the Education Practices Commission, as the supervising administrator, in monitoring the probation of a subordinate;~~

Fraternization

Fraternization may create the perception of inappropriate conduct or may lead to allegations or instances of sexual harassment or child abuse. Accordingly, ~~no employee shall:~~

- A. ~~transport students in personal vehicles, or ride in a personal vehicle with a student, before, during or after school hours without the express permission of the principal or the parent(s) or legal guardian of the student, and a record of the permission placed on file; or~~
- B. ~~allow a student into his/her home, or enter the home of a student, at any time without the express permission of the principal or the parent(s) or legal guardian of the student, and a record of the permission placed on file;~~

Reporting Violations

Employees shall report a possible violation of Board policy or inappropriate conduct to responsible authorities:

Conflict of Interest

Employees are governed by the provisions of F.S. 112.313, *Standards of Conduct for Public Officers, Employees of Agencies, and Local Government Attorneys*. Consistent with that law, no employee of the Board shall:

- A. ~~accept anything of value including a payment, gift, favor or service that might reasonably tend to influence him/her in the discharge of official duty;~~
- B. ~~use his/her position to secure special privileges or exemptions for himself/herself or others;~~
- C. ~~hold employment or engage in any business or professional activity that might reasonably require or induce disclosure of confidential information acquired through or as a result of the employee's position;~~
- D. ~~hold employment or a contractual relationship that will create a conflict between the employee's private interests and the performance of District duties, subject to the exemptions stated in F.S. 112.313(12);~~
- E. ~~use confidential information gained by reason of his/her position for personal gain or benefit;~~
- F. ~~engage in any business, employment, or contractual relationship that might impair the employee's independence of judgment in performance of public duties including renting or leasing any realty, goods, or services on behalf of the District from any business entity of which the employee or the employee's spouse or child is an officer, partner, director, or proprietor or in which the employee, spouse, or child has a material interest or, acting in a private capacity, selling any realty, goods, or services to the District. These prohibitions are subject to the exemptions stated in F.S. 112.313(12);~~
- G. ~~use coercive means or promise special treatment to influence professional judgments of colleagues;~~

Grounds for Discipline

Grounds for discipline, including dismissal, shall include, but not be limited to, incompetency, gross immorality an act involving moral turpitude, misconduct in office, gross insubordination or willful neglect of duty, conviction of a misdemeanor, felony or other criminal charge other than a decriminalized traffic offense, or other conduct inconsistent with these *Principles of Conduct and Ethics*. Employees will be provided with notice and an appeal procedure appropriate to the nature of the discipline.

Self-reporting of Arrests or Criminal Charges or Their Disposition

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~~An employee who has been arrested for or charged with a felony, abuse of a child, or the sale, distribution and/or possession of a controlled substance shall notify his/her site administrator within forty eight (48) hours of the arrest. In addition, the employee shall self-report to his/her site administrator any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or nolo contendere for any criminal offense other than a decriminalized traffic violation within forty eight (48) hours after the final judgment. The site administrator must report this information to the Superintendent within a period of twenty four (24) hours thereafter. The Superintendent shall notify the Board within five (5) calendar days of receiving notice that an employee has been arrested or charged with an offense listed above or enumerated in F.S. 1012.315, or has been found guilty, has pleaded guilty or nolo contendere, has been committed to a pretrial diversion program, or had adjudication withheld, for such an offense. The Superintendent shall take such action as may be appropriate under the circumstances, including, but not limited to, transfer, suspension, or initiation of discipline of such employee, up to and including dismissal, in order to protect the health, safety and welfare of students, other employees and members of the public. In addition, the Superintendent shall, on behalf of the School District, file such information with the Florida Department of Education within thirty (30) calendar days following notification from any law enforcement agency or other reliable source as may be required for certified staff pursuant to F.S. 1012.796 and 1012.34. When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of F.S. 943.0585(4)(c) and 943.059(4)(c). When handling sealed and expunged records disclosed under this rule, the Board shall comply with the confidentiality provisions of F.S. 943.058(4)(c) and 943.059(4)(c).~~

~~See Procedure 4210 — Standards for Ethical Conduct, for the process of reporting and investigating employees' acts or omissions which may be detrimental to their work effectiveness or students.~~

Effective 9/5/12

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Book	Policy Manual
Section	5000 Students
Title	USE OF PERSONAL COMMUNICATION DEVICES
Code	po5136
Status	
Legal	F.S. 1006.07 F.S. 1003.32 F.S. 1003.02 F.S. 316.305 F.S. 847.0141
Adopted	September 4, 2012
Last Revised	May 23, 2017

5136 - ~~WIRELESS~~USE OF PERSONAL COMMUNICATION DEVICES

For the purposes of this policy "wireless communication device" (WCD) includes computers, laptops, tablets, e-readers, cellular/mobile phones, smartphones, and/or other web-enabled devices of any type.

The School Board is aware that WCDs are used by students and parents to communicate with each other. ~~use of personal communication devices (PCDs)~~ However, the use of WCDs on school grounds must be appropriately regulated to protect students, staff, and the learning environment. This policy sets forth the District's policy with respect to ~~PWCDs~~.

For purposes of this policy "personal communication device" includes computers, tablets (e.g. iPad like devices), electronic readers (Kindle like devices), cell phones, smartphones, and/or other web-enabled devices of any type.

Pursuant to State law, students shall not operate a motor vehicle owned or leased by the District on or off school property, or personal motor vehicle on District property, while manually typing or entering multiple letters, numbers, symbols, or other characters into a personal communication device or while sending or reading messages on such a device, for the purpose of non-voice interpersonal communication, including, but not limited to, communication methods known as texting, e-mailing, instant messaging, and snap chatting.

Students may not use WCDs during instructional time and are prohibited from accessing social media platforms through the use of Internet access provided by the District, except when expressly directed by a teacher solely for educational purposes. Teachers shall designate an area for WCDs to be stored during instructional time.

Students may use ~~wireless~~personal communication devices (PWCDs):

- before and after school, during their lunch break, in between classes as long as they do not create a distraction, disruption or otherwise interfere with the educational environment during after school activities (e.g. extra-curricular activities) at school-related functions;
- while riding ~~to and from school~~ on a school bus or other ~~Board-approved~~ vehicles or on a school bus or Board-provided vehicle during school sponsored activities, ~~provided by the Board at the discretion of the bus/vehicle driver, classroom teacher and/or sponsor/advisor/coach as long as the device is used with headphones. Cell phone cameras and other cameras are not to be used on such a vehicle. Furthermore, students will not use a cell phone or electronic device to make a video or audio recording while on such a vehicle. Behavior that distracts the driver of the school bus or other vehicle provided by the Board, or interferes with safe operation of the vehicle. Distracting behavior that creates an unsafe environment will not be tolerated;~~
- WCDs intended and actually used for an educational or instructional purposes (e.g. taking notes, recording a classroom lectures, writing papers) will be permitted, as expressly directed by the classroom teacher's permission and supervision. However, the use of a WCD to engage in non-education-related noninstructional use of any communications functionality of the PCD is expressly prohibited. This includes, but is not limited to, wireless Internet access, peer-to-peer (ad hoc) networking, or any other method of communication with other devices or networks. In no circumstances shall the device be allowed to connect to the District's business network.

During after-school activities ~~At all other times, PWCDs shall be powered completely off (not just placed into vibrate or silent mode) and stored out of sight when directed by the administrator or sponsor. Under certain circumstances, a student may keep his/her PCD "on" with prior approval from the Principal.~~

PWCDs shall not be in a student's possession during State mandated testing.

Students may not use PWCDs on school property or at a school-sponsored activity to access and/or view Internet web-sites that are otherwise blocked to students at school and shall not download or access prohibited applications using Internet access provided by the District.

Under certain circumstances, a student may keep their WCD "on" with prior approval from the building principal.

Except as authorized by a teacher, administrator, or IEP Team, ~~Students are prohibited from using PWCDs during the school day, including while off-campus on a field trip, to capture, record or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person. In the school or while attending a school-related activity, without express prior notice and explicit, written consent for the capture, recording or transmission of such words or images. Using a PWCD to capture, record, and/or take or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted, unless authorized by the Principal. Students who violate this provision and/or use a PWCD to violate the privacy rights of another person may have their PWCD confiscated and held until a parent or guardian picks it up, and may be directed to delete the audio and/or picture/video file while the parent/guardian is present the end of the school year. If the violation involves potentially illegal activity, the confiscated WCD may be turned over to law enforcement. The prohibitions herein also include using a WCD or any other device to covertly listen-in or make a recording (audio or video) of any meeting or activity in school. This includes placing a WCD or other device with one- or two-way audio and video communication technology (i.e., technology that allows a person to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag or other property of the student or on the student's person without express written consent from an administrator, IEP Team, or Section 504 Team.~~

"Sexting" is prohibited at any time on school property or at school functions. As set forth in State law, sexting is the knowing transmission or distribution to another minor by a computer or similar device any photograph or video of any person that depicts nudity and is harmful to minors. Sexting also includes possessing a photo of any person that was transmitted or distributed by another minor that depicts nudity. Such conduct not only is potentially dangerous for the involved students, but can

lead to unwanted exposure of the messages and images to others, and could result in criminal violations related to the transmission or possession of child pornography. Such conduct will be subject to discipline and possible confiscation of the PWCD.

PWCDs, including but not limited to those with cameras, may not be possessed, activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to changing facilities (as defined in Policy 7421 - Restrooms and Changing Facilities), locker rooms, gymnasiums, shower facilities, restrooms, classrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building Principals are authorized to determine has authority to make determinations as to other specific locations and situations where possession of a PWCD is absolutely prohibited.

Students shall have No expectation of confidentiality with respect to their will exist in the use of PWCDs on school premises/property.

Students may not use are prohibited from using a PWCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. See Policy 5517.01 - Bullying and Harassment. In particular, students are prohibited from using their PWCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, national origin, sex, sexual orientation, age, disability, religion, ancestry, or political beliefs; and (2) engage in "sexting" - i.e., sending, receiving, sharing, viewing or possessing pictures, text messages, e-mails or other materials of a sexual nature (i.e., sexting) in electronic or any other form. As set forth in State law, sexting is the knowing transmission or distribution to another minor by a computer or similar device any photograph or video of any person that depicts nudity and is harmful to minors. Sexting also includes possessing a photo of any person that was transmitted or distributed by another minor that depicts nudity and is harmful to minors. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PWCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using their PWCDs to receive such information.

Possession of a PWCD by a student at the school during school hours and/or during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses/engages in misuse of this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PWCD. The Principal may also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g. child pornography, sexting). If the violation involves potentially illegal activity the confiscated PCD may be turned over to law enforcement. Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PWCD is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PWCD may be turned over to law enforcement. In particular egregious offenses involving the invasion of another person's privacy, the Board reserves the right to confiscate the PWCD and hold it until the end of the school year. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned over to law enforcement. School officials will not search or otherwise tamper with PWCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 - Search and Seizure. If multiple offenses occur, a student may lose their/his/her privilege to bring a PWCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PWCD in violation of this policy is required to report the violation to the Principal.

Students are personally and solely responsible for the care and security of their PWCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of PWCDs brought onto its property.

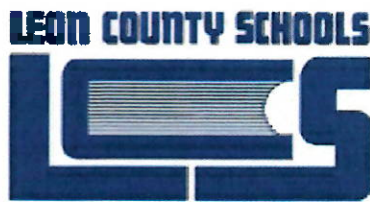
Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Students may use school phones to contact parents/guardians during the school day.

Effective 9/5/12
Revised 3/11/14
Revised 5/23/17

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Book	Policy Manual
Section	8000 Operations
Title	EMERGENCY MANAGEMENT, EMERGENCY PREPAREDNESS, AND EMERGENCY RESPONSE AGENCIES
Code	po8420
Status	
Legal	F.S. 119.071(3) F.A.C. 6A-1.0018 Florida Fire Prevention Code (F.S. 633.202) F.S. 1001.43 F.S. 1006.07 F.S. 1013.13 Fire Code (NFPA 1) Life Safety Code (NFPA 101)
Adopted	September 4, 2012
Last Revised	May 14, 2019

The headings in the policy are for convenience or reference only and will not govern the interpretation of the provisions.

8420 - EMERGENCY MANAGEMENT, EMERGENCY PREPAREDNESS, AND EMERGENCY RESPONSE AGENCIES

I. EMERGENCY MANAGEMENT AND EMERGENCY PREPAREDNESS

A. The School Board recognizes that its responsibility for the safety of students and staff requires that it formulate and prescribe, in consultation with appropriate public safety agencies, emergency management, and emergency preparedness procedures for all public schools in the District, including emergency notification procedures for life-threatening emergencies and that such emergencies are best met by preparedness and planning. Such procedures shall meet the requirements of the State Board of Education rules. Life-threatening emergencies include but are not limited to:

1. fires;
2. natural disasters;
3. bomb threats;
4. weapon-use;
5. hostage and active assailant situations;
6. hazardous materials or toxic chemical spills;
7. weather emergencies, including hurricanes, tornadoes, and severe storms; and

8. exposure as a result of a manmade emergency.

- B. Policies and procedures for emergency drills and fire drills shall be developed in consultation with the appropriate public safety agencies, including at a minimum, law enforcement, fire service, and emergency management.
- C. The active assailant situation training for each school must engage the participation of the School Safety Specialist, threat assessment team members, faculty, staff, and students and must be conducted by the law enforcement agency or agencies that are designated as first responders to each school's campus.
- D. Pursuant to Policy 8405 - *School Safety and Security*, the Superintendent, in conjunction with the School Safety Specialist, will develop, and revise as necessary, a School Safety and Security Plan to provide for the safety and welfare of students and staff, as well as a system of emergency preparedness and accompanying procedures that require the following:
1. a listing of the commonly used alarm system responses for specific types of emergencies and verification by each school that drills have been provided as required by law, State Board of Education rules, and fire protection codes;
 2. the health and safety of students and staff are safeguarded;
 3. embraces a collaborative effort with community emergency responders;
 4. the time necessary for instructional purposes is not unduly diverted;
 5. minimum disruption to the educational program occurs;
 6. students are helped to learn self-reliance and trained to respond sensibly to emergency situations;
 7. the emergency preparedness system is supported by ongoing training that will include practical application and appropriate "drills" as required by F.S. 1001.42;
 8. evacuation drills that represent actual emergencies, including, but not limited to firearm, natural disasters, and bomb threats;
 9. drills for active assailant and hostage situations must be conducted in accordance with developmentally appropriate and age-appropriate procedures as specified in State Board of Education rules ~~at least as often as other emergency drills~~; and
Law enforcement officers responsible for responding to the school in the event of an active assailant emergency, as determined necessary by the sheriff in coordination with the District's School Safety Specialist, must be physically present on campus and directly involved in the execution of active assailant drills. The District's School Safety Specialist must notify law enforcement officers at least twenty-four (24) hours before conducting an active assailant emergency drills at which such law enforcement officers are expected to attend.
 10. emergency egress and relocation drills (including, but not necessarily limited to, fire drills) in accordance with the requirements of the Florida Fire Prevention Code, the Fire Code (NFPA 1), and the Life Safety Code (NFPA 101);
 11. the floor plans of each school must be provided to all community emergency responders in support of evacuation procedures.
- E. All threats to the safety of District facilities, students and staff shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness. Any aspect of the emergency preparedness plan and/or procedures that are included in the School Safety and Security Plan shall remain confidential and exempt from public records disclosure in accordance with State law.
- F. The Superintendent, in conjunction with the School Safety Specialist, as part of the development of the emergency preparedness plan and procedures will establish a schedule to test the functionality and coverage capacity of all emergency communication systems and determine if the adequate signal strength is available in all areas of school campuses.
- G. Completion of emergency drills shall be documented at all school facilities in the District.
- H. An after-action report must be completed following each emergency drill and fire drill. After-action reports must:
1. identify the type of drill, location and date of the drill, participants, and involvement of law enforcement or other public safety agencies;

2. describe actions taken by participants;
3. analyze areas of success and areas where improvement is needed;
4. include input from public safety agencies; and,
5. include a plan for corrective action.

I. After-action reports must be submitted to the District school safety specialist for review fifteen (15) calendar days following completion of the drill.

II. Alyssa's Alert/Mobile Panic Alert System

In accordance with the requirements of F.S. 1006.07, the District shall implement a mobile panic alert system. The District will select a system under contract with FL DOE or procure a different system. The District will maintain current listings of mobile panic alert systems implemented by all public schools, including charter schools, within the District. Such list shall include the school name, address, and MSID number, and vendor or application implemented. The list will be provided to the Office of Safe Schools via-email by August 1, 2022, and will be updated within five (5) school days of a school opening or closing, or when any other change occurs that impacts the accuracy of District-provided information.

The District's mobile panic alert system will include mobile devices placed throughout each school campus. In determining the number and placement of devices needed to afford all staff members the ability to silently and easily activate a panic alert in the event of an on-campus emergency, the District will consider using a combination of fixed panic alert buttons, mobile and desktop applications, landline phone capabilities, and wearable panic alerts (such as on a lanyard).

The District's policies and procedures related to Alyssa's Alert/Mobile Panic Alert Systems will be developed in consultation with the County 911 authority and local emergency management office to ensure that the system integrates with local public safety answering point (PSAP) infrastructure to transmit calls and mobile activations.

III. LIST OF PRIMARY EMERGENCY RESPONSE AGENCIES

The primary emergency response agencies that are responsible for notifying the District for each type of emergency are as follows:

A. Fires:

Tallahassee Fire Department

B. Natural Disasters:

1. Tallahassee Fire Department
2. Tallahassee Police Department
3. Leon County Sheriff's Office

C. Bomb Threats:

1. Tallahassee Fire Department
2. Tallahassee Police Department
3. Leon County Sheriff's Office

D. Weapon-Use, Hostage, and Active Assailant Situations:

1. Tallahassee Fire Department
2. Tallahassee Police Department
3. Leon County Sheriff's Office

E. Hazardous Materials or Toxic Chemical Spills:

Tallahassee Fire Department

F. Weather Emergencies, Including Hurricanes, Tornadoes, and Severe Storms:

1. Tallahassee Fire Department

2. Tallahassee Police Department

3. Leon County Sheriff's Office

G. Exposure as a Result of a Manmade Emergency:

1. Tallahassee Fire Department

2. Tallahassee Police Department

3. Leon County Sheriff's Office

H. The individual(s) responsible for contacting the primary emergency response agencies listed above are as follows:

1. Chief, Safety, Security & Emergency Management

2. Coordinators, Safety, Security & Emergency Management;

3. DSC Dispatcher

4. School Administrator (Principal)

Parents of District students will be timely notified pursuant to procedures adopted by the Superintendent of threats and the following unlawful acts and significant emergencies that occur on school grounds, during school transportation, or during school-sponsored activities:

A. weapons possession or use when there is intended harm toward another person, hostage, and active assailant situations;

B. murder, homicide, or manslaughter;

C. sex offenses, including rape, sexual assault, or sexual misconduct with a student by school personnel;

D. natural emergencies, including hurricanes, tornadoes, and severe storms.

E. exposure as a result of a manmade emergency.

IMPLEMENTATION

The Superintendent, in conjunction with the School Safety Specialist, shall develop administrative procedures for the implementation of this policy.

The information in this section shall be part of the School Safety and Security Plan, and, therefore, confidential.

Effective 9/5/12

Revised 1/14/14

Revised 5/14/19

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Book Policy Manual
Section 2000 Program
Title COMPREHENSIVE HEALTH EDUCATION
Code po2417
Status
Legal F.S. 1003.42, 1003.453, 1003.46
Adopted September 4, 2012

2417 - COMPREHENSIVE HEALTH EDUCATION

Pursuant to State law, the School Board shall provide an evidence-based, medically-accurate comprehensive instruction on:

1. health education curriculum that addresses concepts of community health, consumer health, environmental health, and family life, including: ~~an awareness of the benefits of sexual abstinence as the expected standard and the consequences of teenage pregnancy for one's life, health, and development; mental and emotional health;~~
 - a. injury prevention and safety;
 - b. internet safety;
 - c. nutrition;
 - d. personal health;
 - e. prevention and control of disease;
 - f. substance use and abuse; and ~~teen dating violence and abuse.~~
 - g. prevention of child sexual abuse, exploitation, and human trafficking.
2. for students in grades 7 through 12, teen dating violence and abuse. This component will include, but is not limited to, the definition of dating violence and abuse, the warning signs of dating violence and abusive behavior, the characteristics of healthy relationships, measures to prevent and stop dating violence and abuse, and community resources available to victims of dating violence and abuse.
3. life skills that build confidence, support mental and emotional health, and enable students to overcome challenges, including:
 - a. self-awareness and self-management;
 - b. responsible decision-making;
 - c. resiliency;
 - d. relationship skills and conflict resolution;
 - e. understanding and respecting other viewpoints and backgrounds;
 - f. for students in grades 9 through 12, developing leadership skills, interpersonal skills, organizational skills, and research skills; creating a resume, including a digital resume; exploring career pathways; using State career planning resources; developing and practicing the skills necessary for employment interviews; workplace ethics and workplace law; managing stress and expectations; and self-motivation.
4. for students in grades 6 through 12, an awareness of the benefits of sexual abstinence as the expected standard and the consequences of teenage pregnancy.
5. for students in grades 6 through 12, the social, emotional, and physical effects of social media. This component must include, but not be limited to, the negative effects of social media on mental health, including addiction; the distribution of misinformation on social media; how social media manipulates behavior; the permanency of sharing materials online; how to maintain personal security and identify cyberbullying, predatory behavior, and human trafficking on the Internet; and how to report suspicious behavior encountered on the Internet.

Additionally, the District shall notify parents of students of the availability of the Florida Department of Education's online instructional material.

Health education and life skills instruction and materials may not contradict the principles enumerated in F.S. 1003.42.

District personnel or third parties shall not intentionally provide classroom instruction to students in prekindergarten through grade 8 on sexual orientation or gender identity, except when required by Sections 1003.42(2)(n)3. and 1003.46, F.S..

District personnel or third parties shall not intentionally provide classroom instruction to students in grades 9 through 12 on sexual orientation or gender identity unless such instruction is required by state academic standards as adopted in Rule 6A-1.09401, F.A.C., or is part of a reproductive health course or health lesson for which a student's parent has the option to have their student not attend.

~~The Board requires that this curriculum also include an evidence-based, medically accurate, age-appropriate, and comprehensive reproductive and sexual health education curriculum. This curriculum shall include information about:~~

- ~~A. abstinence as the only certain way to avoid pregnancy or sexually transmitted infections, including HIV/AIDS;~~
- ~~B. the consequences of teenage pregnancy;~~
- ~~C. the health benefits and side effects of contraception and condoms;~~
- ~~D. responsible decision-making, communication, and relationship skills; and~~
- ~~E. the importance of family-child communication.~~

~~This instruction curriculum shall be taught beginning in the 7th grade and continue throughout high school, and shall enable students to master the standards set forth in the Next Generation Sunshine State academic standards.~~

The health education instruction will include basic training in first aid, including at least one (1) hour of cardiopulmonary resuscitation (CPR) instruction for students in grades 9 and 11. The CPR training will be based on a nationally recognized program that uses current evidence-based emergency cardiovascular care guidelines. The instruction will allow students to practice the psychomotor skills associated with performing CPR. Students will be provided instruction in the use of automated external defibrillator when available.

~~The health education curriculum materials shall, at all times, reflect current theory, knowledge, and practice, and shall be evidence-based and proven effective. The curriculum materials shall be available for review at each school site.~~

Parent Opt-Out

Any student who parent makes a written request to the school principal shall be permitted to opt-out from the teaching of reproductive health or any disease, including HIV/AIDS, its symptoms, development, and treatment. A student so exempted may not be penalized by reason of that exemption and shall be given alternative assignments during this time.

Parents shall be notified of their right and the process to request an exemption. The District's website homepage includes a link for a student's parent to access and review the instructional materials, as defined in F.S. 1006.29, to teach the curriculum.

The District shall annually review and confirm that the information provided on the District's website homepage is accurate and up to date and shall notify parents by physical or electronic means any time revisions are made to such information.

Florida Department of Education Approved Materials

The Florida Department of Education shall approve all materials used by the Board to teach reproductive health or any disease, including HIV/AIDS, its symptoms, development, and treatment, as part of the courses referenced in F.S. 1003.42.

Instructional Personnel Training

~~Personnel providing instruction in human sexuality shall receive training based on District approved standards,~~ prior to presenting such instruction.

Effective 9/5/12

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