



OSCS FAMILY CONTRACT 2025-2026

I/We, the parent(s)/guardian(s) of the above-named student, in consideration of the enrollment of my/our child in Osceola Science STEM Charter School do hereby agree to the following:

- I will help the school to make learning a primary occupation for my child
- I will send my child to school on time, healthy, clean, and prepared to learn
- I will ensure that my child is dressed and groomed according to the dress code of OSCS
- I will supervise my child's homework to ensure that all assignments are completed on schedule
- I will keep OSCS informed of a phone number and address where I can be reached at during daytime hours
- I will encourage my child to participate in the school-organized community events
- I will meet with my child's teacher and/or the administration as requested
- I will take responsibility for the behavior of my child in the school
- I understand that Osceola Science Schools is governed by a Board of Directors
- I understand that the OSCS administration has the authority to suspend or to recommend expelling the student from OSCS if the student's behavior violates the Code of Conduct and/or the parent(s)/guardian(s) fails to take responsibility for the conduct of the student and/or fails to cooperate with OSCS to help in correcting the student's behavior
- I understand that it is my responsibility to stay informed of official announcements made through the OSCS weekly newsletter and/or the OSCS website <http://www.osceolascience.org>
- I understand that it is my responsibility to review my child's report cards issued by the school
- I understand that this contract is an agreement with all other parents in the school to support the faculty, staff, and the volunteers as they work to help my child be a productive member of the community
- I will ensure that my child is carrying this student agenda every day at school
- I will follow all drop-off and pick-up policies and procedures as signed during enrollment
- I will abide by the school's Code of Civility Policy

PARENT(S)/GUARDIAN(S)

I/We, the parent(s)/guardian(s) of the above-named student, have reviewed the Osceola Science Schools Student & Parent Handbook with my/our child. I/We have read and understand the Code of Conduct, Discipline Plan, and the Family Contract and agree to uphold its tenets. I/We agree to support Osceola Science Schools by volunteering at the school to the degree possible, communicating regularly with my/our child's teacher(s), and promoting positive educational practices at home with my/our child by providing ongoing supervision and guidance with homework and school related projects. I/We have received the OSCS Contact Information Sheet that was supplied with my/our child's student agenda.

Parent/Guardian Name: _____ Signature: _____
Email: _____ Phone: _____

Parent/Guardian Name: _____ Signature: _____
Email: _____ Phone: _____

STUDENT

I have thoroughly reviewed and agree to abide by each of the policies, procedures and expectations outlined in the Osceola Science Schools Student & Parent Handbook. I have read and understand the Code of Conduct, Discipline Plan, and the Family Contract and agree to uphold its tenets. I understand that failure to do so may result in my expulsion.

Student Signature: _____ Date: _____

Directions: Families are expected to read and discuss the OSCS Student & Parent Handbook including the Code of Conduct, the Discipline Plan, and this document and indicate both understanding and acceptance of these by signing, dating, and returning this completed contract to the student's teacher by **Monday, August 25, 2025**.



**SEE SOMETHING. SAY SOMETHING.
DO SOMETHING.**



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Osceola Science STEM Charter School

Student Handbook 2025-2026

Mr. Andrew Moon, Principal

Osceola Science STEM Charter School
2849 John Young Pkwy
Kissimmee, FL 34741
Tel: (321) 697-4040
www.osceolascience.org

Notice: It is understood that this handbook cannot cover every aspect relating to the functions, procedures, and policies at Osceola Science Charter School. Therefore, because OSCS is a Charter School in the Osceola County Public Schools System, any situation not specifically referred to in this handbook shall fall under the guidelines set forth by Osceola County Public Schools' Policies and Procedures in 2025-2026 Code of Student Conduct.

From the President's Desk

Dear Parents and Students,

Welcome to the 2025-2026 school year at **Osceola Science Charter School**! This new school year means a new beginning and new future. The administrative team is excited about the coming school year, and the staff at Osceola Science Charter School is caring, competent, dedicated, and willing to assist you. We are working hard to provide the best possible learning climate for students.

We believe that education is a shared responsibility, and that the successful operation of a school depends on the cooperation of everyone concerned: students, parents, and staff. The mission of the **Osceola Science Charter School** is to create a partnership among the members of this triad. Each of us is responsible for doing our part to make our school a place where we can work and have fun together in harmony.

Osceola Science Charter School is a reflection of all of us. All our policies are intended to provide a safe and orderly environment that will be conducive to learning. Our faculty and staff look forward to sharing their expertise in academics, special programs, and extracurricular activities. We encourage you to get to know your school, its programs, activities, and schedule. Become an active participant in our school. Get involved through classes, clubs, and activities.

This handbook is an overview of our school's mission, guidelines, and services. It is an essential reference book describing what we expect and how the school operates. Read it carefully, discuss it with your family, and let it act as a guide for your effective involvement in all parts of the school. It has been written to provide students and parents with the information that will make this year purposeful and rewarding in every aspect. When you are finished reviewing this handbook, please sign, date and return the Family Contract indicating your understanding and acceptance of its contents. Keep this handbook because you will use this information throughout the school year.

On behalf of the entire **Osceola Science Charter School** staff and community, best wishes for a great 2025-2026 school year!

Sincerely,

Dr. Yalcin Akin

Yalcin Akin, Ph.D.
DDS



Welcome to the SHARK Family!

Reviewing the following information will help guide you and your child toward success for the 2025-2026 school year.

Osceola Science STEM Charter School

2849 John Young Pkwy

Kissimmee, Fl. 34741

Main Office: (321) 697-4040

School Hours: 7:50am-3:05pm (M,T,TH,F) 7:50am-2:05pm (W)

Office Hours: 7:30am-5:00pm (Monday through Friday)

School Website: www.osceolascience.org District Website: www.osceolaschools.net

School Colors:

Grades 9-10: Grey and Light Blue

Grades 6-8: Navy Blue and Maroon

Grades K-5: Red and Yellow

School Mascot:

Shark

School Creed:

We boldly swim as SHARKS by showing Scholarly Excellence, Helpfulness, Awareness of Self and Others, Respect, Kindness, and Safety.

School Vision:

OSCS will build an inclusive school culture, establish a safe climate, cultivate respect and rapport, and teach and recognize positive behavior- all to enhance student learning.

Administrative Team:

Mr. Andrew Moon, Principal

Ms. Christine Leikness, Assistant Principal 6-10

Ms. Stephanie Yesenko, Assistant Principal K-5

Mr. Andrew Hartman Coordinator OSSC

Ms. Jennifer Rodriguez, Operations Administrator

The School Board of Osceola County, FL recognizes that education of children is a process that involves a partnership between a child's parents, teachers, school administrators, and other school and School Board personnel. School and school district personnel will treat all visitors on School Board property with courtesy and respect. The School Board asks that visitors treat school and school district personnel with the same courtesy and respect. 1001.41 and 1001.43 FL Statutes, and School Board Policy 9.63 Civility and Orderly Conduct Among School District Employees, Parents, and the Public.



The School District of Osceola County, Florida
Dr. Mark Shanoff – Superintendent
 817 Bill Beck Boulevard - Kissimmee, Florida 34744-4492
 Phone: 407-870-4600 - FAX: 407-870-4010
2025/2026 SCHOOL CALENDAR

CALENDAR TO FOLLOW FOR ALL SCHOOLS IN THE DISTRICT WITH THE EXCEPTION OF PATHS

<u>MONTH</u>	<u>DATE</u>	<u>DAY</u>		<u>PUPIL</u> <u>DAYS</u>	<u>TEACHER</u> <u>DAYS</u>	<u>PAID</u> <u>HOLIDAY</u>
AUGUST	4-8	MON-FRI	TEACHERS REPORT, PREPLANNING (5 DAYS)	15	20	
	11	MON	FIRST DAY OF SCHOOL FOR STUDENTS/FIRST DAY OF 1 ST GRADING PERIOD			
SEPTEMBER	1	MON	LABOR DAY – TEACHER/STUDENT HOLIDAY	20	21	1
	26	FRI	PROFESSIONAL LEARNING/STUDENT HOLIDAY			
OCTOBER	10	FRI	END OF 1 ST GRADING PERIOD	22	23	
	13	MON	TEACHER WORKDAY/STUDENT HOLIDAY			
	14	TUES	FIRST DAY OF 2 ND GRADING PERIOD			
NOVEMBER	11	TUES	VETERANS DAY – TEACHER/STUDENT HOLIDAY	14	14	1
	24	MON	TEACHER NON-WORKDAY/STUDENT HOLIDAY OR EMERGENCY MAKE-UP DAY			
	25	TUES	TEACHER NON-WORKDAY/STUDENT HOLIDAY OR EMERGENCY MAKE-UP DAY			
	26	WED	TEACHER NON-WORKDAY/STUDENT HOLIDAY			
	27	THUR	THANKSGIVING – TEACHER/STUDENT HOLIDAY			1
	28	FRI	TEACHER NON-WORKDAY/STUDENT HOLIDAY			
DECEMBER	22-31	MON-WED	WINTER BREAK – TEACHER/STUDENT HOLIDAY	15	15	1
JANUARY	1-2	THUR-FRI	WINTER BREAK – TEACHER/STUDENT HOLIDAY	18	19	1
	5	MON	CLASSES RESUME			
	8	THUR	END OF 2 ND GRADING PERIOD			
	9	FRI	TEACHER WORKDAY/STUDENT HOLIDAY			
	12	MON	FIRST DAY OF 3 RD GRADING PERIOD			
	19	MON	MARTIN L. KING, JR. DAY – TEACHER/STUDENT HOLIDAY			1
FEBRUARY	20	FRI	RODEO DAY – TEACHER NON-WORKDAY/STUDENT HOLIDAY	19	19	
MARCH	12	THUR	END OF 3 RD GRADING PERIOD	16	17	
	13	FRI	TEACHER WORKDAY/STUDENT HOLIDAY			
	16-20	MON-FRI	SPRING BREAK – TEACHER/STUDENT HOLIDAY			
	23	MON	CLASSES RESUME/FIRST DAY OF 4 TH GRADING PERIOD			
APRIL				22	22	
MAY	25	MON	MEMORIAL DAY - TEACHER NON-WORKDAY/STUDENT HOLIDAY	19	20	
	28	THUR	END OF 4 TH GRADING PERIOD – LAST STUDENT DAY			
	29	FRI	TEACHER WORKDAY/LAST TEACHER DAY			
TOTALS				180	190	6

<u>Progress Reports & Report Card Dates</u>	
9/12/2025	1st grading period Progress Reports
10/24/2025	1st grading period Report Cards
11/14/2025	2nd grading period Progress Reports
1/23/2026	2nd grading period Report Cards
2/6/2026	3rd grading period Progress Reports
4/3/2026	3rd grading period Report Cards
4/24/2026	4th grading period Progress Reports
5/28/2026	4th grading period Report Cards (Elementary)
TBD	4th grading period Report Cards (Secondary)

<u>No Early Release Wednesdays</u>
To be determined based on release of state and national testing schedules.

NOTE: If additional emergency make-up days are required beyond the two noted above, they will be assigned based on the circumstances at time of occurrence. 11- and 12-month employees will be required to report as directed by their supervisor.

Board Approved: 9/10/2024
 Revised: 1/21/2025

Due Process and Student Responsibilities & Rights

The vision of OSCS is to empower all students with S.T.E.M education in a nurturing environment. The mission of OSCS is to provide students with a well-rounded elementary and middle and high school education with particular emphasis on (S.T.E.M) Science, Technology, Engineering, Mathematics, and Reading in the light of research-based, proven, and innovative instructional methods in a stimulating environment.

Responsibilities

- To be caring and honest
- To do his or her best to learn and master all he/she can
- To respect school rules, regulations, and policies
- To be sure that personal expressions do not interfere with the rights of others
- To follow state law and school policies concerning substance abuse
- To respect and protect the personal and property rights of others and of the school
- To treat all members of the community with
- full respect, fairness, and courtesy
- To abide by all the expectations of the school and its community
- To follow the prescribed guidelines for participation in school activities
- To adhere to due process procedures
- To feel safe in the school environment

Rights

- To take full advantage of the learning opportunities
- To work in an environment free from disruptions
- To express his or her opinions, ideas, thoughts, and concerns
- To have a healthy environment that is smoke alcohol, and drug free
- To use school resources and facilities for self- betterment under appropriate supervision
- To expect courtesy, fairness, and respect from all members of the community
- To be informed of all expectations and responsibilities
- To take part in a variety of school activities
- To have the right to due process.

All students at OSCS are entitled to the rights guaranteed by the United States Constitution and Bill of Rights, and their rights will not knowingly be denied by the required code of conduct or by any disciplinary actions taken by the school. Any student who exhibits any of the unacceptable student behaviors or Conduct Violations listed in this handbook or added to this list at a later date, will suffer immediate consequences. These consequences range from parental notification, isolation, detention, and emergency removal from a school activity, to suspension, expulsion, and criminal prosecution. In all instances, OSCS's policies and procedures governing due process for suspensions and expulsions will follow Osceola County Public Schools Board Policies. All students at OSCS have the right to feel physically, emotionally, and intellectually safe. Therefore, if at any time you feel you are the subject of harassment, hazing, threats, or other intimidating behavior, you should immediately speak to an administrator about the problem. The situation will be investigated as soon as possible. All reports like this will be kept completely confidential.

Similarly, if you are concerned about the safety of a student who seems to be the subject of harassment, hazing, or threats, you should immediately speak to an administrator about the problem. The situation will be investigated as soon as possible, and reports will be kept completely confidential.

SHARK Expectations

SHARK Expectations	Classroom	Cafeteria	Transitions	With Peers and Teachers	Technology
Scholarly Excellence	We demonstrate initiative by following procedures and expectations set by teachers and administrators.	We show responsibility in the cafeteria by upholding expected behavior.	Efficiency is key: we transition quietly and quickly, arriving at class on time prepared.	We strive for excellence by actively engaging and demonstrating our knowledge.	We stay focused and motivated by keeping our academic goals in mind.
Honesty	We are trustworthy by following established rules and expectations.	Our actions in the cafeteria reflect integrity.	We stay on task during transitions, avoiding distractions.	We practice open communication with peers and teachers, build on honesty and truthfulness.	We use technology ethically, following teacher instructions.
Awareness of Self and Others	We are mindful in the classroom by following procedures and respecting teachers' expectations.	We exhibit responsibility in the cafeteria by adhering to established guidelines.	We ensure a calm and quiet environment by transitioning with minimal noise.	We celebrate diversity by respecting differences, opinions, and individuality, avoiding judgement.	We use technology considerably, being aware of expectations and following proper guidelines.
Respect	We show self-respect and respect for others by following the rules.	We maintain a clean and organized environment, demonstrating respect for ourselves and others.	We are courteous by being mindful of students learning in other classrooms during transitions.	Active listening is key: we respect our peers and teachers by listening attentively when they speak.	We treat technology with care, powering it down or putting it away as instructed.
Kindness	We extend courtesy by following established procedures set by teachers and administrators.	During transitions, we show compassion by checking in on friends.	Our helpful nature shines through when we assist classmates in need.	We practice thoughtfulness and compassion towards others throughout the school day.	We share technology cooperatively when appropriate.
Safe	Safety first! We adhere to all safety procedures and expectations outlined by teachers and administrators.	We contribute to a safe environment in the cafeteria by reporting spills or hazards.	We prioritize caution during transitions, keeping our hands and feet to ourselves.	We maintain a personal safety zone by keeping our hands to ourselves and respecting everyone's space.	We handle technology responsibly, keeping food and drinks away from devices.

Communication

Communication between all stakeholders is essential for student achievement. You are encouraged to contact us through phone or email with questions and concerns. If you prefer, a face-to-face conference with an administrator or teacher can be arranged.

Contacting a Teacher

Parents may contact teachers via email (firstname.lastname@OsceolaScience.org), the REMIND/ParentSquare app or written note. Parents/Guardians of Elementary students are encouraged to use the student planner OR classroom app, such as REMIND/ParentSquare, to communicate with the classroom teacher. Parents/Guardians of Middle/high school students are encouraged to use email or the REMIND app provided by the subject area teacher. Please allow at least 24-48 hours for a teacher or staff member to return phone calls and/or emails. Teachers are accessible for conferences by appointment.

Attendance Regulations

Philosophy: OSCS is a performance-driven STEM school environment and, as such, students are expected to be in attendance daily in order to be actively involved in all aspects of learning.

Middle/High School Arrival: Morning care is available from 7:00am with a paid registration. Regular arrival time begins at 7:30am. Students that arrive between 7:30am – 7:40am are encouraged to have breakfast and/or head to their lockers to prepare for their day. Students must arrive to their 1st period class before the bell rings. Students are subject to being marked as tardy if they arrive after the bell.

Elementary School Arrival: Morning care is available from 7:00am with a paid registration. Students that arrive between the time of 7:30am – 7:40am will wait in the cafeteria until they are dismissed to their classrooms. K-2nd grade teachers will escort their students to the classroom.

Absences

Excused Absences

Absences shall be excused for the following reasons only:

- Illness or injury of the student with provided documentation
- Illness, injury, or death in the immediate family of the student as defined by the Internal Revenue Service Guidelines.
- Educational opportunities which are age appropriate for the student as deemed by the principal or his/her designee
- Religious holiday

Doctor's Note Requirements

A written note from a licensed healthcare provider must include:

- Provider's signature
- Student's name
- Date(s) of excused absence
- Medical reason for absence

Notes lacking any of the above elements including provider signature will not be accepted. Without such documentation, the absence may be classified as unexcused. For absences of three or more consecutive days due to illness or injury, a healthcare provider note is mandatory to qualify as excused. Documentation must be submitted within two school days of student's return to school. Submission via written note or electronic upload is acceptable.

Absences for Religious Reasons

Students will be excused for religious holidays on those days when the religious tenets forbid secular activities on that day. Religious absences are pre-arranged absences. Within five school days prior to an expected absence for religious reasons, parent(s)/guardian(s) must notify the principal in writing and request that the student be excused from attendance. A written excuse will not be required upon return to school and no adverse or prejudicial effects will result for any student availing herself/himself of this provision. Students will be permitted to make up missed work according to school procedures. If questions arise regarding this rule, principals may grant the parent(s)/guardian(s) a conference or contact the religious organization for clarification, or a notarized statement from the parent or guardian of a minor student will be accepted. Parent(s)/guardian(s) may appeal the principal's decision to the Superintendent should a conflict arise.

Pre-Arranged Excused Absences

Pre-arranged excused absences may be approved by the principal for absences which are excused but are being planned for in advance. The principal shall have the final authority to grant pre-arranged excused absences. Situations warranting a pre-arranged excused absence shall be for any absence which would be considered "excused". Supporting documentation will be required. Students who have a pre-arranged excused absence will not

be eligible for Perfect Attendance.

Approved pre-arranged excused absences may not exceed three days. Students not returning from pre-arranged excused absences within five days may be withdrawn for non-attendance.

Arrangements for make-up work shall be made in advance with the instructor of each class. The student is responsible for the completion of all work. Teachers of each class shall, to the best possible fashion for subject area, consider the assignments, grading materials and recording grades. Each teacher shall set a timeline for receiving the student's work for credit; it will not exceed twice the number of days of attendance. Non-excused pre-arranged absences will be considered "accounted for unexcused" and may not be eligible for make-up work credit.

Make-up Work for Absences—Excused or Unexcused

An excused or unexcused absence from school, even for several days, does not remove any student from responsibilities in the classroom on the day they return to school. Students who have been absent will be given the same number of days that they were absent to make up missed work. Assignments and class handouts are available on OSCS Connect and are available 24 hours a day. Should a student be absent for any reason, they should access this information via the Internet.

Parents should not call or e-mail teachers or the Front Office asking for assignments. Long term assignments given prior to a student's absence will be due on the original due date or upon the student's return to school. For students who have been absent, make-up tests will be scheduled at a time designated by the teacher.

Students who participate in international or out-of-state competitions will be excused from their assignments that are given on competition days.

Tardies

A student is tardy when he/she arrives at school after the beginning of the official school day or is not in the assigned class at the official beginning of the class period. If applicable, students who are eligible for Bus Transportation and ride the bus to school will not be considered tardy when the bus arrives late to school.

Excused Tardy

Late arrival to school because of reasons defined herein as excused absences or because of events physically out of one's control such as inclement weather, documented transportation delays, health related emergencies, power outage, compliance with court order shall be considered excused tardy if the sign-in procedure is followed. Students who are transported to school other than school buses (if applicable) and arrive late to school by vehicles must have their parent(s)/guardian(s) come into the school office to sign the student in as tardy and provide the reason for the tardiness. For carpools arriving late, the driver responsible for the carpool that day must come into the school office and sign in each student as tardy and provide the reason for the tardiness. Once the student(s) have been properly signed in, they will get a tardy slip for admittance to class.

Unexcused Tardy

Arriving late to school with or without the knowledge of parent/guardian, because of reasons such as oversleeping, missing the bus, car problems, traffic, baby-sitting, athletic workouts, or socializing, is considered unexcused. If the sign-in procedure is not followed the student(s) will be marked as unexcused tardy regardless of the reason for the tardiness.

Habitual School Tardies

Students who are unexcused tardy more than five times in a calendar month or ten times in a 90-calendar day period may be referred to the county social worker. OSCS adheres to Osceola County Public School attendance policy and procedures.

Tardy to Class

Students are expected to be in their assigned seats when class begins. If a student has checked in late through the Front Office, the student should have a tardy slip from the front office. Repetitive tardiness will result in the student receiving disciplinary consequences based on the Minor Violation Discipline Cycle. One conduct point is assigned for each tardy.

Class Cuts/Skipping

A class cut occurs when a student is absent from class for more than five minutes without permission from the teacher or authorization from the office to do so. Students who become ill or need to see an administrator during class time should first report to class, obtain permission to be excused and obtain a written pass from the teacher. If a student is too ill to report to the office, he/she should have another person notify the office at once, in order that appropriate attention may be given to the student. Any student who does not have permission from an authorized person for being away from their designated class is skipping class.

Early Checkouts

Being removed from class and leaving the school prior to the official end of the school day with a parent or legal guardian is considered an early checkout. A photo ID is required to check a student out of school. Only those persons who have been previously approved by the parent(s)/guardian(s) and officially recorded on the student's records at school will be allowed to check out a student. To be considered 'in attendance' for a school day, a student must be present for at least one-half of the school day. Students leaving school before meeting that requirement will be considered absent for the day. A parent or legal guardian should bring appropriate documentation showing the necessity of an early checkout at the time the student is released from school.

Early checkouts are not permitted during the last 60 minutes of the school day.

General Attendance in Grades K-10

If a student has had at least five unexcused absences, the student's primary teacher shall report to the principal or designee that the student may be exhibiting a pattern of non-attendance. Unless there is clear evidence that the absences are not a pattern of non-attendance, the case may be referred to the Early Truancy Intervention Team (ETIT) to determine if early patterns of truancy are developing. If it is found that a pattern of non-attendance is developing, whether the absences are excused or not, a meeting with the parent must be scheduled to identify potential remedies.

Attendance for Credit in Grades K-5

Students who miss more than 15 days per semester may not be promoted except as follows:

- If medical evidence is presented to the principal from a competent medical authority to excuse absences more than 15 days
- Extenuating circumstances as determined by the principal based on recommendations or teachers, counselors, or Student Services workers
- School activities shall not be counted as absences—assigned work shall be turned in on the day indicated by the teacher

Attendance for Credit in Grades 6-8

Students who miss more than ten days per semester will not be promoted except as follows:

- If medical evidence is presented to the principal from a competent medical authority to excuse absences more than ten days
- Extenuating circumstances as determined by the principal based on recommendations of teachers,

- counselors, or Student Services workers
- School activities shall not be counted as absences—assigned work shall be turned in on the day indicated by the teacher
- Middle School students enrolled in high school courses for credit shall be subject to the same attendance requirements as high school students for those courses only

Attendance for Promotion and/or Credit in High School

Students who miss more than ten days per semester will not be promoted except as follows:

- If medical evidence is presented to the principal from a competent medical authority to excuse absences more than ten days
- Extenuating circumstances as determined by the principal based on recommendations of teachers, counselors, or Student Services workers
- School activities shall not be counted as absences—assigned work shall be turned in on the day indicated by the teacher
- High School students must be enrolled in a minimum of 45 school days to receive full credit for a course
- Student who enrolled in school or class late may make up the schoolwork

Code of Conduct

Conduct Information

It is our belief that good discipline is one of the cornerstones of a good education, and that to ensure good discipline a close, cooperative relationship must exist between the home and the school. It is our goal to provide close communication with parents at the onset of discipline problems, so that together we can find alternatives for students, and they can experience success in relationships at home and school.

For this discipline program to be successful, students must make choices for themselves and be responsible for their own behavior as well as for their academic performance. Students who make poor choices cannot, and should not, place blame on the environment, parents, the school, and/or peers. All persons involved in committing, planning, participating, helping, advising, encouraging, or benefiting in the violation of a rule or code of conduct are parties to the violation. While the school will help students develop good character, and good decision-making skills, ultimately, the future is determined by each student's own actions. The procedures in the discipline program will be followed in a fair and consistent manner.

Responsibility for Individual Actions or Choices

It is expected that every individual will accept responsibility for his/her own actions, whether intentional or unintentional. Often harm caused to other persons, or their possessions is unintentional, or the result of careless behavior. This, however, does not excuse or diminish the personal responsibility of the student (and/or his/her parent/guardian) to make appropriate restitution. When known and verified by an administrator, any harm caused to another will be reported to parents. **Neither OSCS employees nor the Governing Board assumes any liability for the intentional or unintentional harm caused by any student to another individual or his/her possessions.**

OSCS has as its goal to help every student fulfill his/her intellectual, social, physical, and emotional potential. Everything in and about the school has been designed to create an orderly and distraction-free environment in which all students can learn effectively and pleasantly. To foster this kind of learning environment, the OSCS administrators and teachers shall not allow inappropriate, distractive, or disorderly behaviors to occur during school, on school property, or at any school-sponsored activities. **Students who continuously disregard the code of conduct may be recommended to the School Board for expulsion.**

Our goal is to develop in students a sense of responsibility and self-discipline. Firm but fair is the basis for this system wide discipline program. Guidelines are provided to foster mutual respect and cooperation within the school setting. OSCS takes seriously its responsibility to educate its students in a safe and drug-free school where they are

free from fear of harm or intimidation. Weapons, drugs, and gang activity will not be tolerated. Students who violate OSCS rules, or State laws related to these offenses, will be suspended or recommended for expulsion from school. Violators will also be reported to police and may be arrested. These rules apply to all students at school or school-sponsored activities, including field trips and on buses, athletic fields, stadiums, parking lots, official school bus stops, and other sites used for school-sponsored activities.

Violations of the Code of Student Conduct

The principal, or designee, shall exercise his/her professional judgment in determining what consequence(s) to impose for a violation of the Code of Student Conduct. In making this determination, the definitions provided in the definition of terms section are to be used as a guide for appropriately classifying student misconduct.

Matrix of Infractions & Consequences

Students are expected to come to school prepared to learn and to participate in all learning activities. Any conduct which interferes with the orderly operation of a school and/or interferes with any student's ability to learn is considered inappropriate and may subject the student to disciplinary action.

The Code of Student Conduct specifically identifies prohibited student conduct and lists the range of consequences which may be imposed for each infraction. When assigning consequences for misconduct, the principal or designee shall consider factors such as the nature of the infraction, the student's past disciplinary record, the student's attitude, the student's age and grade level, and the severity of the problem as it exists in that particular school. The degree and severity of the problem may justify classifying the offense at a higher level than is indicated by the example.

The Matrix of Infractions and Consequences is included in this publication of The Code of Student Conduct as a quick reference for students, parents, and guardians in order that they may refer to general examples of student misconduct. For specific information on School Board rules relative to student control/misconduct, please refer to Chapter Five of the School Board Rules of Osceola County.

The School Environmental Safety Incident Report (SESIR) is reported to the Florida Department of Education (DOE) utilizing the levels I, II, III and IV.

Definitions of Terms

Definitions of terms and/or student conduct which are violations of the Code of Student Conduct are described in this section of the handbook. The use of words, such as battery and arson, are not meant to be considered equivalent to or to carry the same standards and consequences as the same words, which are defined in the criminal context in the Florida Statutes. The School Board retains the flexibility and right to attach definitions found in Board Rule to such words without attaching any criminal standards set by the courts or legislature. When a student has committed an infraction, the misbehavior is to be classified according to the definition which best describes it. The sanctions to be imposed are then to be determined by referring to Chapter 2.25 of the School Board Rules of Osceola County, Florida.

CODE OF STUDENT CONDUCT SUMMARY AT A GLANCE

The Code has four levels of offenses. Level I offenses are the least serious and will be dealt with by imposing less severe consequences than Level IV offenses. **A Level IV offense is grounds for a 10-day suspension and a consideration for expulsion.**

Level I (MS and HS) / Level 1 (ES)	Level II (MS and HS) / Level 2 (ES)	Level III (MS and HS) / Level 3 (ES)	Level IV (MS and HS) / Level 4 (ES)
Cheating	Disrespect (Repeated from Level 1)	Disrespect (Repeated from Level 2)	Aggravated Battery (SESIR)
Disrespect	Dress Code (Repeated from Level 1)	Disruptive Conduct	Alcohol (SESIR)
Dress Code	Electronic Device Violation	Electronic Device Violation	Arson/Igniting (SESIR)
Electronic Device Violation	False and/or Misleading Information	Extortion/Blackmail	Bullying (SESIR)
Failure to Report to Detention	Fighting (local)	Fighting (SESIR)	Burglary (SESIR)
False/Misleading Information	Forgery (non-criminal)	Firecrackers/Fireworks	Disruption on Campus-Major (SESIR)
Horseplay	Gambling	Gang Related (Repeated from Level 2)	Drug Use/Possession/Sale/Distribution (SESIR)
Other Misconduct	Gang Related Activity/Apparel	Gross Insubordination/Open Defiance	Electronic Device Violation
Profanity	Horseplay (Repeated from Level 1)	Harassment (SESIR)	Grand Theft (\$750 or over) (SESIR)
Tardy to Class	Insubordination/Open Defiance	Horseplay (Repeated from Level 2)	Hazing (SESIR)
Unauthorized Absence from School	Minor Insult/Insubordination/Open Defiance	Illegal Organizations	Homicide (SESIR)
Unsubstantiated Bullying	Other Serious Misconduct	Other Serious Misconduct	Kidnapping (SESIR)
Unsubstantiated Harassment	Physical Altercation/Minor Battery	Possession of Contraband Material	Other Major/Interruption of Campus
	Stealing (under \$375)	Simple Battery (SESIR)	Repeated Misconduct
	Threat	Stealing (\$375 to \$749)	Robbery (SESIR)
	Unauthorized Assembly	Threat (Repeated from Level 2) (SESIR)	Sexual Assault (SESIR)
	Vandalism (under \$100)	Tobacco (SESIR)	Sexual Battery (SESIR)
		Unauthorized Entrance to SDOC Property	Sexual Harassment (SESIR)
		Vandalism (\$100 to \$999)	Sexual Offenses (SESIR)
			Simple Battery (SESIR)
			Threat/Intimidation (SESIR)
			Threats to the School (SESIR)
			Tobacco (SESIR)
			Trespassing (SESIR)
			Vandalism/Criminal Mischief >\$1,000 (SESIR)
			Weapons/Other Dangerous Objects (SESIR)
Level I – Consequences	Level II – Consequences	Level III – Consequences	Level IV – Consequences
Assigned Seat	Alternative Classroom	Alternative Classroom	Assignment to Alternative School
Behavior Contract	Behavior Plan/Contract	Behavior Plan/Contract	Counseling and Direction
Confiscation of Contraband	Confiscation of Contraband	Confiscation of Contraband	Discipline Team Meeting
Counseling and Direction	Counseling and Direction	Counseling and Direction	Expulsion from Bus
Detention	Detention	Detention	Expulsion from School District
Counselor Referral	Counselor Referral	Counselor Referral	Counselor Referral
No Contact Agreement	ISS (1-10 days)	ISS (1-10 days)	ISS (10 days)
Parent/Guardian Contact	No Contact Agreement	No Contact Agreement	No Contact Agreement
Referral to Intervention Program	Parent/Guardian Contact	Parent/Guardian Contact	Parent/Guardian Contact
Referral to Mental Health Services	Referral to Intervention Program	Referral to Intervention Program	Referral to Intervention Program
Restorative Practice	Referral to Mental Health Services	Referral to Mental Health Services	Referral to Mental Health Services
Schedule Change	Removal from Extracurricular Activities	Removal from Extracurricular Activities	Removal from Extracurricular Activities
Special Work Assignment	Return of Property	Restorative Practice	Restorative Practice
Supervision Plan	Restorative Practice	Return of Property	Schedule Change
Verbal Reprimand	Schedule Change	Schedule Change	Supervision Plan
Warning of Referral to Level II	Special Work Assignment	Supervision Plan	Suspension from School (10 days)
Withdrawal of Privileges	Suspension from Bus (1-10 days)	Suspension from Bus (1-10 days)	
	Supervision Plan	Suspension from School (1-10 days)	
ISS/OSS is not permitted at Level I	OSS is not permitted at Level II		

Discipline Code Levels

Level I: Discipline Response Code

Level I offenses are minor acts of misconduct that interfere with the orderly operation of the classroom, a school function, extracurricular/co-curricular program or approved transportation.

The OSCS employee involved should intervene in the misconduct. If further action is necessary, the employee shall refer the student to the school administrator for disciplinary action. After hearing the student's explanation, consulting with staff members and other students, and doing any other investigation necessary, the administrator will decide on disciplinary action. Suspension is not an available disciplinary response for Level I violations.

Level II: Discipline Response Code

Level II offenses are more serious acts of misconduct than Level I offenses. Level II offenses may include repeated acts of misconduct from Level I and acts directed against people or property that do not seriously endanger the health or safety of others.

The misconduct must be reported to the appropriate school administrator for further investigation. After hearing the student's explanation, consulting with staff members and other students, and doing any other investigation necessary, the administrator will follow the procedure designated for Level II violations in investigating the matter and deciding on the progressive disciplinary action. Out-of-school suspension is not an available disciplinary response for Level II violations.

Level III: Discipline Response Code

Level III offenses are major acts of misconduct that disrupt the orderly operation of the school, school activity, or school transportation that threatens the health, safety, and property of others. Level III offenses may include repeated acts of misconduct from Level II.

The misconduct must be reported right away to the school administrator for further investigation. After hearing the student's explanation, consulting with staff members and other students, and doing any other investigation necessary, the administrator will follow the procedure designated for Level III violations in investigating the matter and deciding on the progressive disciplinary action, which may result in the removal of the student from the school or activity immediately.

Level IV: Discipline Response Code

Level IV offenses are the most serious acts of misconduct and are grounds for expulsion. Level IV offenses may include repeated acts of misconduct from Level III. Any Level IV act shall result in a 10-day suspension with a potential recommendation for expulsion.

Major acts of misconduct must be reported right away to the school administrator for further investigation. After hearing the student's explanation, consulting with staff members and other students, and doing any other investigation necessary, the administrator will follow the procedure designated for Level IV violations in investigating the matter and refer the Level IV to District personnel for further review.

Florida Administrative Code Rule 6A-1.0017 requires school districts to correctly code incidents that are against the law or represent serious breaches of this Code. Those incidents that are required to be reported to SESIR and/or Law Enforcement are identified in the Code of Student Conduct with the three-letter code identifying SESIR incidents. When multiple incidents occur at the same time and place, the incident that caused the most injury or the highest loss of property or monetary cost should be the one reported. Students who commit a non-SESIR Level IV offense may be referred to local authorities for further investigation.

Under Sunshine State Law, schools are to provide a student code of conduct, as per Florida State Statute 1006.07. For the complete Osceola Schools Code of Conduct, visit www.osceolascience.org

Revocation of Choice Assignment

The Florida Legislature recognizes the value of an educational system that provides numerous and meaningful options for students and their parents. School Choice Florida promotes and encourages parental involvement and ensures students have access to a school that meets their needs. Florida Statute 1002.31 allows students in good standing to transfer to any school in Osceola County with open seats based on current capacity.

Any dismissal for behavior must be in accordance with the Code of Student Conduct, applicable School Board Rules, and governing state and federal law. A change in placement for ESE/504 students must occur either via the process outlined on page 67 of the School District of Osceola County Code of Student Conduct (2025-2026) of the or pursuant to an IEP team decision based upon appropriate data.

Minor Violations Discipline Cycle

Minor violations in or outside of the classroom will be handled by the issuance of Conduct Points. Students' violations will be recorded by the teachers or other staff by help of a computerized Conduct Log system. Conduct points can be given anywhere in the school by any school employee. Parents and students will have online access to the recorded information at OSCS Connect. Administration will review the recorded Conduct Log weekly and assign consequences as follows:

1 – 5 conduct points	Interventions assigned by the teacher
6 – 10 conduct points	Referral and Intervention assigned by administration
11 or more conduct points	Administration will determine and assign one of the following: ➤ Positive alternative to school suspension (PASS) ➤ Out-of-School Suspension (OSS)
12+ Excessive conduct points and/or Referrals	Consequence based upon Class II and III Offenses can result in an Out of School Suspension (OSS) and/or a Change of Placement/Expulsion

Parents will be contacted with a letter sent home with the student, a phone call, an email, or the U.S. Mail, regarding the assigned consequence for administrative detention, PASS, OSS, and disciplinary referrals. Teachers, in response to minor violations in the classroom, will take the appropriate steps when students fail to abide by the established behavioral expectations. Should misbehavior continue or interrupt the instructional environment, the teacher will document the behavior and contact the Dean of Students as needed.

Minor Violations

The minor violations will be documented in OSCS Connect. Different violations carry different conduct points. Repetitive minor violations recorded in the OSCS Connect conduct log will result in student being classified as a Chronic Disciplinary Problem Student.

Appropriate support will be provided to resolve the behavior issues within the Multi-Tiered System of Supports team (MTSS) problem solving framework and/or Behavior Intervention plan. The MTSS/BIP(FBA) process will include a behavior plan and check in system to assist the student.

However, the principal may refer chronic disciplinary students to the School Board to have a change of placement/expulsion from the school to protect the learning environment of other students at any time during the MTSS process.

If the Chronic Disciplinary problem student exhibits any behavior (during the MTSS/BIP process) that puts the safety and security of students/staff at risk, the principal may refer that student to have an immediate change of placement/expulsion from the school to protect the learning environment of other students.

Warrantless Searches

School officials may conduct a warrantless search of a student's person, book bag, locker, electronic device, motor vehicle, or any other storage area on OCS property, if such official(s) have a reasonable suspicion that illegal, prohibited, stolen, obscene, inappropriate, or harmful items or substances exist. Administrative Staff retain the power to temporarily detain and question a student. A member of the administrative staff or his/her designee may search the personal property of the temporarily detained student, seize items determined to be stolen or illegal property and given said items to law enforcement authorities when appropriate, under circumstances which reasonably indicate that a student has committed, is committing, or is about to commit a violation of Florida Statutes or School Board Rules. School Board Rule 5.31 entitled, "Student Detention, Search, and Seizure" in conjunction with the Code of Student Conduct applies in these instances.

Reasonable Force

Section 1006.11 & 1003.32, Florida Statutes authorizes teachers and other school personnel to use reasonable force to protect him or her or others from injury. The Department of Education has defined reasonable force as, "appropriate professional conduct including physical force as necessary to maintain a safe and orderly environment." The Department of Education has also clarified that school personnel do have the right and the authority to protect:

- Conditions are harmful to learning.
- Conditions harmful to student's physical and mental health
- Conditions harmful to safety
- Conditions of harm and/or safety of self, school personnel, and others

Furthermore, Section 1006.11, Florida Statutes provides that a principal, teacher, other staff member, or bus driver shall not be civilly or criminally liable for any action carried out in conformity with School Board rules regarding the control, discipline, suspension, and expulsion of students, except in the case of excessive force or cruel and unusual punishment.

In addition, Section 1003.32 (1) (i), Florida Statutes and State Board Rule 6A-1.0404 empowers teachers and other school personnel to press charges against a student if a crime has been committed against teacher or other instructional personnel on school property, on school sponsored transportation, or during school sponsored activities.

Due Process

In any situation where a violation of the Code of Student Conduct is alleged, the Principal or the Principal's designee shall observe fundamental procedures of due process. The student shall be made aware of the charges against him/her, be given the opportunity to explain his/her point of view, present witnesses, and not be subject to excessive punishment.

Violation of Code of Conduct

In cases where there is a concern regarding due process, parents or students may refer the situation to the School Principal or the Department of Student Services. Students accused of a violation of the Code of Student Conduct, which, in the opinion of the Principal or the Principal's designee, warrants a suspension or expulsion from school, shall be afforded the fundamental right of procedural due process. The degree of formality associated with a

suspension conference, or an expulsion hearing depends on the nature of the violation and the severity of the sanctions that may be imposed as a result.

Civil Citations are given by Law Enforcement Officers/School Resource Officers (SROs). It is an appropriate intervention service alternative to an arrest and/or criminal prosecution.

Schoolwide Classroom Management Plan

Teacher Intervention Process for Classroom Management

OSCS uses a school-wide Character Education and Classroom Management Plan in which all faculty and staff work in a cooperative systematic effort to encourage a successful learning environment. This plan is designed to ensure an effective learning atmosphere for all students and to curtail any minor inappropriate behaviors that disrupt the learning environment.

The teacher, in response to minor disciplinary problems in the classroom, may take the following steps when students fail to abide by the established behavioral expectations:

Warning (Information of the rule, non-verbal, verbal, or written warnings)

Students who create classroom disruptions and/or fail to meet behavioral expectations will be given a verbal warning – they will be identified by name, told what they are/aren't doing properly, instructed how they need correct the situation.

Private Conference with Student

Students who do not properly respond to the first step of a verbal warning may be subject to a private conference with the teacher.

Withholding of Privileges (WP)

The student may be denied an opportunity to partake in school-related activities and/or events as deemed appropriate by an administrator.

Lunch Detention (LD)

An administrator may assign administrative lunch detention to a student who fails to comply with school rules. Parents will be notified when administrative lunch detention is assigned.

Work Detail (WD)

A student is assigned a task to be completed within a given time frame or until the objective of the task has been met. Examples might include picking up trash or cleaning an assigned area.

Positive Alternative to School Suspension (PASS)

PASS is a formal disciplinary action that can only be assigned by the OSCS administrator and requires written correspondence to parents. Students are required to bring and do academic work or may be assigned work details during PASS. All students in PASS are prohibited from participating in after school activities and are therefore required to leave the school campus immediately upon dismissal. PASS consequences may be notated on student's permanent discipline transcript.

Out-of-School Suspension (OSS)

OSS is a formal disciplinary action that can only be assigned by the OSCS administrator and requires written correspondence to parents. OSS may increase on successive occasions where it becomes necessary for the same student to be suspended from school. A meeting between a parent and an administrator may be required prior to the

return to school. A student in OSS are prohibited from participating in after school activities and therefore are not allowed to come on the school campus. Students who receive an OSS may not be eligible to participate in school field trips for the rest of the semester. OSS assignments will be notated on student's permanent discipline transcript.

Academic and/or Behavioral Contract

Students who have been given OSS may be asked to enter into an academic and behavioral agreement. Failure to sign the agreement by the parent and/or student will not hinder the school administration from taking any further actions.

Option to Withdraw (OW)

A student may withdraw without penalty from a charter school at any time and enroll in another local school in the school district in which the student resides. A student who is suspended from a charter school as a result of a disciplinary action taken by a charter school shall be entitled to enroll in a local school within the local school system in which the student resides if, under the disciplinary policy of the local school system, such student would not have been subject to suspension.

Expulsion/Change of Placement from OSCS

Expulsion from OSCS is a formal disciplinary action that can only be approved by the Osceola School District after receiving a recommendation by the OSCS administrative team due to the student's involvement in a serious discipline offense or the student's involvement in repetitive discipline offenses. A written correspondence containing the recommendation for the change of placement will be provided to the student's parents within ten days of suspension.

Schoolwide Behavior Guidelines

Positive Behavioral Interventions and Supports (PBIS) is a proactive, schoolwide framework designed to promote positive behavior, improve school climate, and support the social-emotional well-being of all students. It focuses on teaching, modeling, and reinforcing clear behavioral expectations rather than simply reacting to misbehavior. PBIS helps students by creating consistent expectations, providing recognition for positive actions, and offering targeted supports for those who need extra help. This approach not only reduces disruptive behaviors and discipline referrals but also fosters a safe, respectful, and supportive learning environment where students are more engaged and ready to succeed academically and socially.

Schoolwide Rules

- Respect yourself and others
- Follow directions the first time
- Be prepared for each class
- Keep your hands and feet to yourself
- Transition quickly and quietly

Group Assemblies and Ceremonies

Team or grade school assemblies are held for the benefit of the students and the faculty. Courtesy will be shown to those in charge of and participating in the program. Misbehaving students will be removed and may lose their privilege to attend assemblies in the future. Parents and family members attending assemblies and ceremonies should remain seated for the entire assembly and set cell phones on silent.

Regarding Technology Equipment in Computer Labs

Students should respect all the technological equipment. Any mishandling or tampering with computers or systems may result in losing computer privileges at school. In addition, disciplinary action, including suspension, may occur for situations considered serious by the school administration. Any damage requiring repair to hardware or software will result in financial charges being assessed. Students shall not alter or attempt

to alter school or private property, including technology hardware and software. Students may not bring computer software to campus to be used on school computers without prior approval of the school administration. Unless given permission from the teacher, students are not allowed to Instant Message, E-mail, write blogs, or visit non-academic websites on school computers. Students should not have food items or beverages near the computer.

Transitions

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass from an authorized staff member. Students who are found in the halls without passes will be subject to disciplinary action. Hallways and bathrooms are areas used by all members of OSCS. Because everyone uses these areas, there are rules of conduct that all students must follow:

- Do not roughhouse, push, or wrestle
- Do not eat or drink in halls and bathrooms
- Do not run in the halls, lunchroom, and the bathrooms
- Do your part to keep these areas clean and safe
- Do not use any profane or vulgar language while in these areas
- Do not loiter in the halls, lunchroom, bathrooms, or media center
- Make sure you clean up after yourself and appropriately dispose of all trash
- Report any leaks, spills, or other problems in the bathroom to a teacher or the office
- Do not yell, scream, hit lockers, or make excessive noise while in these areas

During an Emergency

Fire, intruder, and extreme weather drills are held at different intervals throughout the school year. Students must follow their teachers' instructions and go to designated areas as quickly as possible, in an orderly fashion. Students must not talk, run, or push. A signal bell or appropriate administrator will be given for returning to class. Any students that have disruptive behavior during a drill will receive disciplinary action from an administrator.

Reward System

Students at OSCS are always expected to exhibit appropriate behavior. OSCS aims to be a School of Character. We envision a future where honest, trustworthy, respectful students treat others as they want to be treated. Exhibiting good behavior and character is rewarded at OSCS.

Commendations

A Commendation will be awarded to a student who is observed exhibiting behavior 'above and beyond' expected behavior. Any OSCS employee who observes a student engaged in this type of exceptional behavior can issue a Commendation. These Commendations will not be noted on a student's permanent discipline transcript; however, they will be entered on OSCS Connect for parental viewing.

Schoolwide Rewards

A system of rewards to students who reach a documented level of behavior has been put in place to recognize them for their achievement. We will provide a dress down pass for specific Fridays.

Character of the Month

This title will be awarded to the student who exhibits the character trait of the month in each classroom/grade level.

Instructional Program

OSCS curriculum is guided by Osceola County Public School and the FDOE curriculum/guidelines. In order to provide an excellent elementary school education, as outlined in our mission statement, OSCS enhances the basic Osceola County Public Schools curriculum whenever possible. If you have specific questions, please contact the Assistant Principal.

Cheating and Plagiarism

Cheating and plagiarism are deceptive choices made by students to misrepresent the student's true knowledge of the subject material. Cheating or misrepresenting information as their own ideas/concepts/words by not giving proper credit to the original source.

All papers or projects submitted at OSCS are required to be in the student's own words. Therefore, any copying of information from the Internet or any other source is considered plagiarism, including artificial intelligence (AI). However, drawing and/or pictures may be taken from an Internet or other source as long as they are properly cited in the document.

Cheating and plagiarism demonstrate a deliberate disregard for the educational program and are considered serious matters. A student that is found plagiarizing will be given the opportunity to redo his/her assignment; however, they will lose points for the final grade. In addition, parents will be notified and conduct points will be assigned. If the student is found plagiarizing a second time, a referral will be assigned, and the student will receive 59%.

Conferences

Parents and teachers should maintain a good working relationship to help students obtain the best possible education. Conferences are good communication tools. Our most important form of communication is the parent-teacher conference. Parent-teacher conferences are scheduled quarterly. Check the school calendar for the specific date. Additional conferences may be requested at any time during the school year. If you would like to have a conference with any staff member, please contact the school and arrangements will be made.

OSCS Connect

Parents can see their children's academic improvement, daily homework and assignments, projects, discipline records and attendance records through OSCS Connect and with the OSCS Connect app. At the beginning of each school year, parents will be provided a username and password, which will provide access to ONLY their student's records. We strongly encourage parents to visit OSCS Connect on a daily basis to stay informed of their student's progress.

Grading System and Reporting

Students receive progress reports about every 5th week of each 9-week grading period and report cards every 9 weeks. Final grades for core academic courses are received at the end of each 9-week period. Parents should contact their child's teacher if there are any questions concerning grades recorded or information contained on the child's report card. The OSCS Governing Board, in compliance with State Standards, approves the grading scale. Grades are reported numerically on all progress reports and report cards except the end of year report card. Letter grades are reported on end of year report cards. Any grade below 60 is failing.

Academic Grading Scale

Kindergarten- 1 st Grade	2 nd Grade – 10 th Grade
O = Outstanding	A = 90-100
S = Satisfactory	B = 80-89
N = Needs Improvement	C = 70-79
U = Unsatisfactory Progress	D = 60-69
NG = No Grade	F = 59

Homework Policy

Homework is an essential part of your successful educational program at OCS. Completing homework will assist students in developing valuable skills such as good study habits, time management, responsibility, and perseverance. Teachers assign homework that will foster individual learning and growth, and that is appropriate for the subject area. Homework is part of all students' regular evaluations. It is each student's responsibility to complete and turn in homework on time – if it is not, a grade of zero may be given at the discretion of the teacher. In case of conflict regarding homework assignments, the teacher's record is final. If students or their parents have questions about homework, immediately contact the teacher who assigned it. Teacher emails are available and daily assignments are posted on OCS Connect on our website: www.osceolascience.org.

Preparedness for Class

All students must bring the needed materials, described in the course/teacher syllabus, to class each day. Failure to do so may result in the issuance of conduct points. Students who repeatedly receive conduct points for unpreparedness for class will be given appropriate consequences within the discipline cycle and may receive an Office Referral Form for failure to follow school rules.

Promotion

At the end of each academic year, students who have made satisfactory progress in academic subjects are promoted to the next grade level. OCS will follow Osceola County Public Schools Student Progression Plan for elementary and middle/high schools.

Recognition

Students are recognized on a regular basis and rewarded for accomplishments. Outstanding student achievement, grades 3-10, will be recognized each semester in three distinct categories:

Principal's Award: Students achieving a weighted average of 95 or above in all subjects

Honor Roll: Students achieving a weighted academic average of 90 to 94.9 in all subjects

Achievement Award: Students achieving a weighted academic average of 85 to 89.9 in all subjects

School Property

Textbooks and technology for students are furnished by OCS. Restitution for lost and/or damaged textbooks and technology, or related materials and supplies, will be required before a second text or additional materials will be made available to a student.

Dress Code

Osceola Science Charter School Uniforms

All students in grades six and up must wear their school-issued IDs at all times while on school property. Failure to do so will result in disciplinary actions. Students are expected to always wear the OSCS uniform and to dress and groom themselves in such a way as to reflect neatness, cleanliness, and safety. All students should dress appropriately so as not to disrupt or interfere with the educational program or the orderly operation of the school. The administration shall determine whether any mode of dress, grooming, and accessories is in violation of the spirit and/or the intent of the school's dress code policy. Students and parents are expected to honor the uniform code to not waste valuable school time to determine appropriateness. All school shirts, shorts, pants, skirts, and jackets with the school logo must be purchased from the uniform company that is designated by the school. Students' shirts must be tucked into shorts, pants, or skirts. Belts must be worn with all pants and shorts and shoes must be tied.

Students who violate the uniform code will be allowed to call home for an appropriate change of clothing after obtaining administrator approval. Otherwise, the student may be assigned PASS for the remainder of the school day. The student's parents will be notified of this violation. Inappropriate attire jeopardizes the instructional climate and therefore will not be tolerated.

Uniforms must be always worn properly while at OSCS

Students must be in complete uniform when they arrive at OSCS. All shirts must be tucked in shorts, pants, or skirts. If pants do not have belt loops, shirts must be tucked in, otherwise belts must be worn with pants and shorts. Uniforms are expected to remain intact and appropriately worn throughout the entire day at school. Students must remain in full uniform until after they leave OSCS. Shirts must remain tucked in even after school, until they leave the school campus. This includes club times and waiting in the dismissal areas. If applicable, students who ride the bus must be in complete uniform when they get on the bus at the bus stop. Since students must be in complete uniform when they arrive, and they are not allowed to change clothes on the bus, they must already be in complete uniform as they get on the bus.

Top Options

Knit (Polo) Shirts

They must be a pique or jersey fabric in the uniform color and the school logo is required. These knit shirts can be either short sleeve or long sleeve. All knit shirts must be tucked in (able to always see the belt/waistband) to the shorts, pants, or skirt the student is wearing.

Long Sleeve

They must be the uniform color and the school logo is required. These long sleeve shirts must be tucked in (able to always see the belt/waistband) to the shorts, pants, skirt, or skirt the student is wearing. Long sleeve shirts that are not school colors may not be worn under the short sleeve knit shirts.

Sweaters

They must be the uniform color and the embroidered school logo is required. Sweaters must be a solid color with no graphics. When wearing a sweater, the student must still be wearing an OSCS shirt underneath – the sweater cannot be worn alone. Sweaters may not be worn (tied) around the waist or shoulders.

Jackets

They must be the uniform color and the embroidered school logo is required. Only school logo hoodies are permitted at school. If a student arrives to school with another hoodie, they will be required to store it in their bookbag.

Bottom Options

Pants or Shorts

Pants or shorts must be either khaki or navy blue in color. All pants and shorts must have belt loops, and a belt must be worn through all the loops and fastened appropriately. Front pockets must be side seam pockets and back pockets must be sewn inside the pant or short. Pants or shorts may not have rivets or brads, split seams at the bottom of the legs, nor flaps on the pockets. Material may not be suede or corduroy – it must be 100% cotton or a cotton/polyester blend that is wrinkle resistant. Pants or shorts must be worn properly at the waist and not sag below the top of the hips. Pants or shorts may not be rolled or folded up. Shorts must be no shorter than 2 inches above knee level and not longer than the bottom of the knee when standing. Pants, skirts, or shorts must not fit too snugly. Skinny leg style pants are not permitted. **Please be aware pants or shorts with any form of writing, designs, rips, or tears cannot be worn to school.**

Skirts or Skorts

Skirts or skorts must be either khaki or navy blue in color. All skirts and skorts must not be made of jeans, suede, or corduroy material. No splits are permitted in the skirt at all. Skirts and skorts must be no shorter than 2 inches above knee level. Skirts and skorts must not be rolled or folded at the waistband - students wearing their skirts or skorts too short will be given an Office Referral Form for improper exposure.

Shoes

Shoes must be closed-toed dress shoes or athletic shoes. Shoes must always be worn. All shoelaces must be tied properly; all buckles fastened; all straps must be secured. Nothing may dangle or drag from the shoe. Open-toed, boots, UGGs, clogs, slipper-styled Crocs, slippers, thin-soled shoes, roller shoes, flip-flops, or high-heeled shoes are not permitted. Heels on shoes may not be higher than one inch.

Accessories

Belts must be leather, braided leather, or fabric in the solid colors of black, brown or khaki only. Belts are required to be worn properly with all pants or shorts – this means that the belt must go through all the belt loops, be properly fastened or buckled, and the 'end' of the belt must not be allowed to hang down (it must also go through the loops if there is excess). The belt must also be tightened enough to prohibit the student's pants or shorts from sagging below the hips. Large, decorative, or elaborate belt buckles are not permitted.

Socks, stockings, tights, or hose may only be in a solid color. Clear or skin-colored hose are also acceptable. Fishnet or other patterned stockings or hose are not permitted. Stockings, tights, or hose must cover the full length of the student's legs and feet – leg warmers are not permitted.

Miscellaneous Guidelines

- Clothing should be neat and clean
- Clothing may not be worn inside out or backwards
- Undergarments must not be exposed
- Hair, face, body paint, stickers, and tattoos are inappropriate for school and not permitted
- Athletic outfits are not permitted in the school building, except in a dress down setting
- Cosmetics and/or make-up should be age appropriate, appropriate for school, and not attract undue attention
- Clothing with rips, tears, holes, or frayed edges are considered inappropriate for school
- Jewelry and accessories should be appropriate for school and not attract undue attention or pose a safety risk. Piercings other than in the location of the earlobe are prohibited. Hair accessories must not attract attention
- Extreme hairstyles are not permitted—students must have natural hair colors
- Hats, caps, curlers, headscarves, bandanas, doo-rags, combs, sweatbands, chains, sunglasses, tennis skirts,

gloves, arm warmers, and coats are not to be worn during school hours even on dress down days.

Exemptions may be granted for religious purposes if approved in advance.

On dress down days, clothing that is revealing, such as short mini-skirts, short-shorts, tank tops, loosely fitting, low-cut blouses or halter tops, mesh shirts, or shirts exposing the midriff are not to be worn to school. Sleeveless shirts are not allowed.

On dress down days, all T-shirts must be in good taste—no suggestive wording or illustrations or advertisements for items which are illegal. Students must always wear school appropriate shoes.

All non-uniform issued outside coats and jackets, or hooded apparel may not be worn inside the school building at any time. The OSCS designated uniform company includes an optional zippered fleece for those students who need to have additional layers to remain warm.

Services For Students

After School Activities

Several extracurricular clubs and/or enrichment activities are offered for students. A listing describing these activities is available either on the school's website or from the front office. Nominal fees may be charged for participation to cover the cost of materials and/or supplies. There is no better way for students to enrich their education than by taking part in clubs and after-school activities or through working with a teacher.

To participate in any after-school extracurricular activity, including music performances, plays, etc., students must arrive on time to be counted present during the school day. Students serving in PASS or OSS may not participate in after-school activities on the day(s) the PASS or OSS is served. Students staying for after school activities will be expected to follow the following rules or they may be banned from all after school activities:

- A student may not stay after school to wait for another student.
- A student must always be with a teacher or other staff member.
- A student must abide by the OSCS Code of Conduct while participating in the activity.
- A student's school activity privileges will be cancelled if discipline becomes a problem.
- A student must clear the school building immediately following school activities.
- A student must arrange for your own transportation to arrive promptly at the end of the activity.
- Written permission is required for use of OSCS's facilities. Students are not allowed on campus unless supervised by a school employee.

Signing up for after school activities is required for each semester to be eligible to participate. Students with outstanding lunch or after-care balances, may not be allowed to participate in any types of funds-required extracurricular academic or non-academic activities/events (including field trips, competitions, clubs, and afterschool events).

Before/After School Care Program

The After School Care Program is established to accommodate parents who cannot pick up their students at the end of the club period. Students will be hosted under supervision of an adult and will be able to read, study, and do homework during this time. The charge for this service is announced during the orientation day before school starts. Monthly registration for a discounted price will be available.

After-school care programs are provided until a specified time every day. Regardless of the situation, we will call the local authorities and give them custody of the student, if the student is not picked up before the specified time provided in the afterschool care packet. Neither OSCS nor the teacher assumes any responsibility for the welfare of the student after the specified time.

The hours of after-care are between 4:00pm to 6:00pm. Morning-care will start at 6:30am. Students that are NOT enrolled in morning-care will not be permitted on campus until 7:30am

Communications Between School & Home

Every effort will be made to ensure good communication between the home and the school. Parents may communicate directly with the school's staff members via e-mail, school-based communication app, written request, or OSCS Connect. A softcopy of the newsletter will be sent home weekly via e-mail announcing upcoming school activities and events. A student agenda should be used for daily communication of assignments, progress, and behavior.

Field Trips

Field Trips offer exciting ways to learn. OSCS students will have the opportunity to go on field trips at various times throughout the school year. Grade level and/or team sponsored field trips are offered to most students. Students who have committed disciplinary infractions may need administrative approval to participate; parents/guardians will have to attend these trips if the student has committed disciplinary actions.

For all field trips, students will be expected to follow these rules:

- Students must abide by the OSCS Code of Conduct and Discipline Plan while on the field trip.
- Students must follow the OSCS Dress Code, wearing the uniform unless otherwise specified.
- Students must bring to school the field trip permission slip, signed by your parents or guardian, by the specified date. No phone calls or e-mails will be accepted as permission.

Lunch/Nutrition Program

Students may sign up for free and reduced lunch. School lunch may also be purchased in the school cafeteria or students may bring their lunch from home. The cost for student lunch is announced at the beginning of the school year and may be paid online. OSCS students are not permitted to use the school microwaves.

Home Visits

Research has shown that home visits help with both academic and behavioral performance. The overall goal of home visiting is to help strengthen relationships between parents, teachers, and students. Home visiting programs are an effective way for teachers to get parents involved in their child's education and to let parents and children know how much they care. Therefore, OSCS encourages teachers to visit their students at their homes upon prior approval.

Multi-Tiered Systems of Support (MTSS)

The purpose of the student support team is to identify and plan alternative instructional strategies for students who are experiencing academic, social, or behavioral problems. The student support team is a committee consisting of the referring teacher, the chairperson, and at least one other participant. Parents are invited to attend the MTSS process regarding their child. The MTSS process provides problem-solving strategies and instructional support for teachers and parents.

Exceptional Student Education (ESE)

OSCS employs an ESE Staffing Specialist to provide services for students that receive ESE services. OSCS shall comply with federal and state laws to ensure that all students with disabilities are provided with a free and appropriate education (FAPE).

Transportation to and From School

Car Riders

Students who are transported in motorized vehicles should be dropped off in the designated area of the school. The earliest drop off time is 7:30am—unless enrolled in the morning care program. When picking a student up at dismissal time, please use the appropriate lane assigned. This makes the arrival/dismissal as safe and efficient as possible.

Carpool

We encourage our OSCS families to carpool. More information for carpooling could be arranged with our front office staff.

Walkers/Bus Riders

OSCS takes no responsibility for student walkers. Due to limited sidewalks and high-volume traffic in the immediate area, walking is strongly discouraged. Parents/Guardians who desire for their child to walk or ride the bus, to or from school, must submit a walker consent form to the Dean of Students for consideration. Bicycles are permitted on school property, however OSCS is not responsible for any damaged or stolen items.

School Sponsored Activities

From time to time, OSCS administration may organize or sponsor off-campus activities. Unless otherwise specified by administration, all school rules are in effect in any such school-sponsored activity. Eligibility to participate in such programs and specific policies will be determined and announced by the administration as needed.

Health And Safety

Illness and Injury

OSCS will have a school clinic personnel or a first aid-trained professional available to discuss or assist with medical problems or concerns. If clinic personnel are not available, students should report to the front desk staff. If students do not have a clinic pass for the office and simply miss class, it is an unexcused absence.

Over-The-Counter Medications

Aspirin, Tylenol, and other patient over-the-counter drugs are not available through school. Should you wish for your child to have access to these medications, you must sign a waiver and leave a supply with the school clinician or office.

Medication Policy

Medication should not be brought to school unless it is essential to the health of the student. If a student must take medicine at school, these procedures must be followed:

- The medication to be administered by designated school personnel must be sent directly from the pharmacy or physician's office or brought to school by the student's parent/guardian.
- The school must receive an In-Program Medication Administration Form signed by the student's physician and parent/guardian.
- The following information must be printed clearly on the medication container: student's name, name of the medication, dosage, and time the medication must be taken.

General Information

Announcements

Official announcements are provided in our weekly newsletter. As a common practice, announcements made by the administration which affects the school community will be included in our newsletter. The Governing Board, administration, teachers, and staff at OSCS are dedicated to keeping our community informed.

School Bags

Students may use a book bag, backpack, or purse to transport school materials necessary for their learning experience to and from school. During the school day, however, OSCS requires that all of these remain in the student cubby, on the book bag wall, locker—for middle and high school grades, or in the designated classroom location.

Cellular Devices/Electronic Devices

Although students are permitted to bring cell phones, and other electronic devices, to school, it is not encouraged. If a student brings a cell phone, and other electronic devices, to school, it may not be used on school property without permission from OSCS staff during instructional hours. The cell phone, and other electronic devices, must be turned off before entering the school building and immediately placed in the student's book bag. Students may not carry the phone or electronic devices with them during school hours (i.e.: in their pocket, purse, etc.). Students shall not use them, display them openly, or leave them in the 'on' position during regular school hours. If a student is scheduled for an after-school activity, including but not limited to clubs and tutoring, electronic devices shall be kept off until such activity is over. Cell phones, and other electronic devices, must be turned off and kept in school bags during school hours. Cell phones, and other electronic devices, may not be used during the school day to take photographs or to send or receive text messages. Students should check their cell phones, and other electronic devices, before entering the building and make sure that it is in the 'off' position. Any student found in possession of a cell phone, or other electronic devices, may have the item confiscated by the teacher, support staff, and/or school administrator. At no time shall OSCS be responsible for theft, loss, or damage to cell phones, or other electronic devices, brought onto school property.

The cell phone, and other electronic devices, will only be returned directly to the parent/guardian. This also applies to smart watches, iPads/tablets, any type of communication device.

Definitions and/or Interpretations Used in This Handbook

For purposes of clarity, many terms and situations have been defined or explained to explicitly determine the exact meaning or context. The OSCS administration will determine and apply specific definitions and interpretations where necessary to provide maximum security, safety and educational opportunities for OSCS students. No other definition or interpretation, nor any other source may be used or applied to terms or situations described within this handbook.

SSO/Guardian Responsibilities

School security offices/guardians are assigned areas to check for fires, vandalism, suspicious activities and persons, or safety and fire hazards. They will investigate and report hazards, identify unusual or suspicious circumstances, check all areas of school property to minimize or eliminate any loitering or vandalism of the property. They work to prevent active assailant situations that might arise. They will report to proper law enforcement and/or fire department for correction and proper actions.

Emergency Drills

Regular emergency preparedness drills will be held throughout the school year so that students will be trained to act properly in an emergency. These drills will include fire, tornado, and other crisis emergency type of situations. A comprehensive emergency preparedness plan is on file in the office.

Desks/Cubbies

Students should not bring valuable items from home. OSCS will not be liable for personal items brought to school. To keep school supplies safe, it is strongly advised that the student's name be written on all belongings in permanent marker. The desk is school property. The student, however, has full responsibility for the neatness and security of the assigned desk. School officials may make inspections. No item considered dangerous by the administration may be kept in the desks and will be removed if found there. This includes glass or any other objects that may potentially be dangerous.

Lockers

Middle/high school students will be provided with a student locker. Only school approved and supplied locks may be utilized; unauthorized locks will be removed from the locker. Student lockers may be searched if officials have a reasonable suspicion that illegal, prohibited, stolen, or harmful items or substances may be concealed by the student or hidden therein. Lockers are not to be shared. Items found in unassigned lockers will be discarded.

Lost and Found

For lost items, please check with the front office or in lost and found. The school cannot assume responsibility for money and valuable property brought to school by students. Each student is responsible for property loaned to him/her such as textbooks and library books.

Please consider the following suggestions:

- Never bring large amounts of money or extremely valuable objects to schools
- Be sure to take your purse, valuables, etc. with you when you leave the room
- Never leave your purse, or other property unattended, this includes school issued materials
- Leave your valuables in a secure area.

Report any theft you may witness personally or any information you might have regarding a theft. If it is necessary to bring valuables to school, check them into the office until needed. With reasonable cause, the school administration may search students or their property. Contraband will be removed from the student's possession.

Parent Volunteer Organization (PVO)

There are a number of opportunities at OSCS which a parent/guardian can volunteer. Among these are jobs as library assistants, cafeteria aides, room representatives, and school monitors. Contact the front office for more information. Volunteers need to renew their volunteer application with the county each year.

Recording Devices—Audio or Video

OSCS prohibits the use of audio or video recording equipment by anyone other than OSCS staff or personnel on the OSCS campus, within the school building, or at school sponsored events (on or off campus) without express written permission from the OSCS Administration. Students found in violation will have their recording device confiscated and be given an Office Referral for unauthorized recording. Parents or non-OSCS personnel found in violation will immediately be required to leave. If uncooperative, appropriate law enforcement authorities will be contacted to have them removed from the premises.

Video or Audio Surveillance

OSCS may use video or audio surveillance to monitor halls, classrooms, and common areas, to ensure student and faculty safety. Additionally, this video or audio surveillance may be used for evidence in disciplinary situations, as well as remote viewing or monitoring of various school activities, school entrances, and school parking areas. Parents may request a viewing of any recording in writing that can be used as evidence in a discipline case. Approved viewings must be done in the presence of the principal or designate.

Visitors to the Building

All visitors must first report to the main office, show identification, and sign in. All visitors must wear a visitor's badge before going to other parts of the building. All visitors will be monitored at all times.

Materials Distribution

OSCS has a 'closed forum' relative to the distribution of materials or posting such materials on school grounds or property. It is for this reason that flyers, brochures and/or other materials may not be handed out on campus prior to, during or following the school day. Unless it is approved by the administration, distribution, selling, ordering and consuming external food items or goods are prohibited, and will be confiscated.

Media Center Policies

- Students must show a media center pass from their teacher during regular school hours
- No eating or drinking is allowed in the Media Center at any time
- Computers are available in media center for doing academic research, homework, Study Island, etc.
- Students are not allowed to download games, programs, or change any configuration of the computer, including background or font
- Students may access the Internet for academic purposes only—a media center pass needs to clearly indicate the purpose of the Internet use
- Students are not allowed to use computers and the Internet for any other reasons
- Students may check out only one book at a time for the duration of a week and can extend the return date only for a week if the books are not recalled or reserved by another user
- Reference books, magazines, and reserve materials are not available for check out
- Students are responsible for the cost of lost or damaged media center materials—the cost of lost or damaged materials will be determined by their current purchase price from the school's identified vendors

Corrections and/or Modifications to This Handbook

The administration reserves the right to make changes or modifications to this handbook as needed throughout the school year. Changes or modifications made during the school year will be announced in the weekly newsletter. The latest version will always be available on our website at <https://www.osceolascience.org>.