

This planner belongs to:

Name _____

Grade _____

Student No. _____

**Santa Fe High School
16213 NW US 441
Alachua, FL 32615
386-462-1125
386-462-1711 Fax**

School Mission: “To build character and citizenship by providing a comprehensive education that fosters learning and critical thinking for a productive life.”

ADMINISTRATION

Bill Herschleb, Principal
Tommie Smith, Asst. Principal
Faye Zuidema, Asst. Principal
Elliot Harris, Dean of Students
Loretta Shane, Dean of Students

GUIDANCE COUNSELORS

Pamela Garcia
Richard Stalbalm
Kathy Teal

RESOURCE OFFICER

Deputy Lee Johnson

Raider Planner

This planner is a reference tool for students, parents, and staff. Each student will have his/her own planner. It will serve as an assignment organizer, a hall pass, a communication tool between home and teacher, and an important reference for school rules and procedures. Students are expected to bring their planner with them every day to class. In the case of a lost planner, additional ones are available for \$5 in the Dean’s Office. **Planner passes may not be borrowed or loaned. Pages are to remain in place. Offenders will lose pass privileges.**

2009-2010 School Calendars

Monday, Aug. 17-Friday, Aug. 21	Pre-Planning for Teachers
Monday, August 24	First Day for Students
Monday, September 7	Holiday-Labor Day
Tuesday, September 29	Send Interim Reports Home
Thursday, October 1	Raider Rally
Friday, October 2	Raider Homecoming Game
Wednesday, October 14	PSAT
Friday, October 16	Holiday-UF Homecoming
Monday, Oct 19-Friday, Oct 23	FCAT Retakes (1 day, TBA)
Tuesday, October 27	End of First Nine Weeks
*Friday, October 30	Pupil Holiday/Teacher Wkd/Flex
Tuesday, November 3	PLAN, 10 th Grade
Wednesday, November 4	Send Report Cards Home
Wednesday, November 11	Holiday-Veteran's Day
*Wednesday, November 25	Pupil /Teacher Holiday/ /Flex
Thursday, Nov 26-Friday, Nov 27	Thanksgiving Holiday
Wednesday, December 9	Send Interim Reports Home
Monday, Dec 21-Friday, Jan 1, 2010	Winter Holiday
*Monday, January 4	Flex Day
Tuesday, January 5	Classes Resume
Friday, January 15	Flex Day
Monday, January 18	Holiday – MLK Birthday
Wednesday, Jan. 20-Friday, Jan 22	First Semester Exams
Monday, January 25	Pupil Holiday/Teacher Workday
Tuesday, January 26	Begin Second Semester
Monday, February 1	Send Report Cards Home
Tuesday, February 9	FCAT 10 th Grade – Writing
*Friday, February 12	Flex Day
Monday, February 15	Holiday – President's Day
Thursday, March 4	Send Interim Reports Home
Tuesday, March 9-Friday, March 19	FCAT-Reading, Math, Science
Wednesday, March 31	End of Third Nine Weeks
Monday, April 5-Friday, April 9	Spring Holiday
Monday, April 12	Pupil Holiday/Teacher Workday
Thursday, April 15	Send Report Cards Home
Friday, April 23	Junior/Senior Prom
Friday, April 30	Grad Night
Thursday, May 13	Send Interim Reports Home
Monday, May 31	Holiday-Memorial Day
Tuesday, June 1-Wednesday, June 2	Senior Final Exams
Thursday, June 2	Senior Awards/Senior Picnic
Wednesday, June 9-Friday, June 11	Underclassman Final Exams
Saturday, June 12, 6:00 P.M.	Graduation/O'Connell Center
*Monday, June 14	Post-Planning for Teachers/Flex
Tuesday, June 15	Post-Planning for Teachers
Wednesday, June 23	Final Report Cards Available
*Flex days that may be used as make-up days for school days cancelled due to hurricanes or other emergencies	

Bell Schedule

First Bell **9:00 A.M.**
Period 1 **9:05-10:05 (Announcements the last 10)**
Period 2 **10:10-11:00**
Period 3 **11:05-11:55**
Period 4A ***Red Lunch-11:55-12:25 –Class 12:30-1:20**
Period 4B **Class 12:00-12:50 -**Gray Lunch-12:50-1:20**
Period 5 **1:25-2:15**
Period 6 **2:20-3:10**
Busses Leave **3:15**

* Red Lunch: Buildings 03, 05, 11, 34, 99-087 (Temp 1)

**Gray Lunch: Buildings 02, 06, 08, 09, 10, 12, 25, 32

Class Schedule—First Semester

Period	Subject	Teacher	Room
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____

Class Schedule—Second Semester

Period	Subject	Teacher	Room
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____

Student- write your name on all pass pages. Pages must remain in place. Passes may not be borrowed or loaned. Penalty--loss of pass privilege.

VISION AND MISSION STATEMENTS

Our Vision

It is the obligation of every member of the Santa Fe High School community to prepare our children to thrive in an ever-changing global society. We will continue to engage all students in rigorous, well-rounded curricula, as well as rich extracurricular experiences in a safe and supportive environment. Santa Fe High School respects each student's unique needs and is sincerely committed to their success. With our guidance and support, students will become responsible learners who are accountable for their own academic and developmental progress toward their personal goals. Our Raider pride compels us to collaboratively meet the high standards we have set for ourselves and our students.

Our Mission

Our mission at Santa Fe High School is to build character and citizenship by providing a comprehensive education that fosters learning and critical thinking for a productive life.

DISCIPLINE PROCEDURES

From the Deans

One of the major goals of the Dean's office is to ensure that all students are informed of their rights and responsibilities as students of Santa Fe High School. The information in this planner explains the rules and procedures that are specific to Santa Fe High School. In addition to this planner, each student is provided a copy of the Alachua County Code of Student Conduct, which is used by the Deans in making disciplinary decisions. The Deans use a progressive approach in determining appropriate action for misbehavior.

Although the Deans serve primarily in a disciplinary capacity, students may find that the Deans are a good resource for solving conflicts with other students.

Conduct and Specific School Rules/Policies

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school environment and will not infringe on the rights of others. The need for rules and regulations is a reality for any successful organization. In addition to the School Board of Alachua County Code of Conduct, these specific SFHS rules are in effect:

1. All school rules apply before, during, and after school hours as well as during all extracurricular activities and/or programs.
2. Fighting and loud, boisterous conduct are unacceptable.

3. Promoting, encouraging, or “pushing up” problems between other students is unacceptable behavior.
4. Students must not engage in public display of affection.
5. Administration approval is necessary to go to the parking areas.
6. Students driving to school must have a valid decal.
7. Students may not leave school grounds without proper check out.
8. Improper check in or check out is subject to disciplinary action.
9. Students must have a prearranged pass to leave the lunch area, otherwise, must remain behind areas marked by yellow lines. Students are not allowed use the front office hallway as a pass through at any time, including lunch unless on official business.
10. Food, drink, and gum are not allowed in computer labs, media center, auditorium, or gym. Teachers may additionally restrict these items in their individual classroom as necessary.
11. Students may not have delivered, or deliver food from off campus, for themselves, or any other students.
12. On club day, students must have their club card to leave class.
13. Students must have a correctly filled out pass by a teacher when out of class for any reason.
14. Planner passes may not be borrowed or loaned. Pages must remain intact. (Penalty—loss of passes of all parties involved)
15. No sitting is allowed on wooden fences.
- 16. iPods and Mp3 Players may be used only before first period bell and after 6th period dismissal bell. (Penalty—confiscation and detention with no warning and no exceptions)**

After-School Supervision Policy

No student is to remain on campus after school unless he/she is in an after-school activity that is directly supervised by a faculty sponsor or coach. School supervision on campus is one-half hour before and one-half hour after the regular school day. Supervision after evening activities is also for one-half hour before and one-half hour after the events. Students need to wait in the parent pickup area for their ride.

Visitors

No visitors are permitted at any time without prior approval and a visitor’s pass from the office. Unauthorized visitors will be required to leave. Under no circumstances are babies and children below high school age permitted on campus during the school day.

Delivery of food from off campus is not permitted during lunch.

DRESS CODE

Parents and Students—refer to the Alachua County School Board Code of Student Conduct for the current guidelines and policies for student dress. **Where there is a difference of opinion regarding interpretation of the standard of dress, the principal or the principal’s designee shall determine whether or not the dress is appropriate.** The first offense will result in a written warning and correction of the offense and the second offense will result in a detention assignment.

In addition to ACSB dress code, specific dress code requirements for Santa Fe High School are:

1. Inner seams of short lengths (including slits) must be longer than 4 inches.
2. Dress and skirt lengths (including slits) must be no shorter than six inches, measured from the middle of the knee to the bottom of hem. Use the length of a dollar bill as a guide.
3. Shirts, blouses, or dresses should be appropriately fastened with no visible cleavage or any part of breasts visible.
4. Skirts, shorts, and shirts worn over tights must meet the Dress Code.
5. No headgear of any type is allowed. This includes hats, hoods, caps, visors, head bands, ear warmers, etc. **The “Winter Hat Rule” will be declared by the principal when deemed necessary. This allows the wearing of headgear outside buildings only before the first bell.**
6. Shirts must be worn under basketball jerseys and overalls.
7. Clothing that is torn or has cut out areas is not appropriate attire for school.
8. Trench coats and blankets are not appropriate for school.

9. Clothing or accessories may not display slogans that advertise alcohol, tobacco products, drugs, expresses profess profanity, sexual connotation, violence, weapons, racial divisiveness, gang identification or any other message deemed inappropriate.



ITEMS NOT ALLOWED ON CAMPUS AT ANY TIME

1. *Weapons (or imitations of any kind).
2. Drugs or alcohol.
3. Firearms in vehicles or on person.
4. Explosive devices, lighters, matches or laser pens.
5. Tobacco products of any kind.
6. **Radios, audio recording devices, video recorders, or other digital recording devices, such as digital cameras.
7. Any item which may cause a serious distraction in the classroom, which may disrupt or litter the campus, or pose a health or injury threat. (Chains, metal studs, etc.)
8. **Pocket knives.**
9. Water pistols, shaving cream, skateboards, water balloons, poppers, roller blades, or scooters.
10. Candy or other items sold by non-school groups, or for **personal profit.**
11. Fliers advertising non-school related activities.
12. Playing cards.
13. Inappropriate distracting items on or in backpacks or vehicles.
* **Penalty—Items 1-5 Out of School Suspension/Law Enforcement Notification**
** **Penalty—Items 6-13-- Confiscation of item for parent pick up on first offense with no warning given.**

Cell Phone Policy and Violation Consequences

Possession and use of cellular telephones or pagers at school is regulated by the School Board of Alachua County. Board Policy forbids any use of cellular phones or pagers during the instructional day. **Cell phones must be completely out of sight and powered off before and during school, with no exceptions and no warning. Cell phones placed on silent or vibrate mode are in violation of this policy.** First offense is a Level 3 violation and will result in confiscation of the device and assignment to detention. Second offense

is a Level 2 violation and will result in confiscation of the device for parent only pick up and out of school suspension. Refer to the 2009-10 Student Code of Conduct for additional cell phone regulations. The school is not responsible for the loss or theft of any cell phone. Cell phone use in any form use on regular bus transportation is forbidden.

Tardy Policy and Violation Consequences

The bell that ends each class will be treated as a “time to move quickly to the next class period without stopping bell.” This is due to the increased distance for many students that are traveling to and from the new science wing. Students need to be sensitive to others and not stand or walk in any way that would slow down traffic flow. Keep to the right when walking, particularly on stairways and in congested areas.

A first period tardy is treated just like a tardy for all other classes with the exception that students must check in at the Attendance Office after 9:05 a.m. with a parent note. A doctor’s appointment with official documentation is the only reason that will be accepted as an excused reason for being late. Consequences for tardy are:

1. First Tardy—Documented by the teacher.
2. Second Tardy—conference and warning by the teacher that the next tardy the same nine weeks will result in a Dean’s referral.
3. Third Tardy—Assignment to Dean’s Detention plus loss of driving privileges for two weeks (if tardy was the result of arriving to campus late).
4. Additional Tardy—double the consequences.

Tardy count starts over each nine weeks in the classroom. However, Dean’s consequences are progressive and do not start over.

Student Rules for Computer Use

Students are responsible for good behavior on computers at school. Computer files, including e-mail are not private. The use of the school’s computers, networks, software, data files, Internet access, and intellectual property is a privilege and is intended for educational purposes only. In addition to rules and policies listed in the Student Code of Conduct, specific Santa Fe High School rules are as follows:

1. Computers are to be used only for school related, educational activities. Personal e-mail is prohibited.
2. Solitaire and all other types of non-educational games for amusement are not appropriate or allowed at any time.
3. Access to Instant messaging, chat rooms, “blog” sites, and other social clubs are strictly prohibited on any school computer at any time.
4. Purchases over the Internet are not permitted.

5. Typing phone numbers and addresses into the Internet is prohibited unless it is done for a school related topic and only with prior approval.
6. Obscene music lyrics may not be accessed, viewed or printed.
7. Computers may not be turned on or off without explicit permission from authorized school personnel.

GUIDELINES FOR ACADEMIC HONESTY

Students are expected to conduct themselves honestly and with integrity in their work. All forms of cheating and plagiarism are prohibited. Behavior that is unacceptable includes, but is not limited to:

1. Copying another student's homework.
2. Working with others on projects that are not meant to be group projects.
3. Allowing another student to look at or copy answers.
4. Using any method to get/give test or quiz answers.
5. Taking a test or quiz in part or in whole to use or give others.
6. Copying information from a source without proper attribution.
7. Using work written by others or taken directly off the Internet.

ATTENDANCE POLICIES AND PROCEDURES

Research shows that the single greatest factor contributing to student achievement is school attendance. While a student who is absent from school may be able to copy missed notes, complete assignments, and receive help after school, other important aspects of a lesson are gone forever. Discussions, listening, note taking, and clarifications are among the important interactions that are irretrievable despite the most sincere efforts to make up missed work and tests.

School attendance and punctuality is the responsibility of parents and pupils. Florida Statutes require regular school attendance between the ages of 6 and 16. Students and parents have the responsibility to provide the school with an adequate explanation and appropriate documentation indicating the reason(s) for an absence.

Excused absences will include the following:

1. Absence due to sickness, injury, or some other insurmountable condition. The fact that the student was not in attendance due to these reasons must be attested to by written statement from the student's parent/guardian upon the student's return. The student is responsible for turning in the parent note to the first period teacher. A parent/guardian may document up to six (6) days of absence per semester, after which such absences will be unexcused.
2. Death in the immediate family or a grandparent.
3. Documented appointments with health care professionals.
4. Documented absence for religious instruction or holiday.

5. Absence due to participation in an academic class or school sponsored activity approved by the principal.
6. Documented court appearances.

All other absences are considered unexcused.

Any student who has accumulated more than six (6) unexcused absences will not be awarded credit unless the student demonstrates mastery of the student performance standards in the course of study, determined by the teacher with principal approval, by doing all of the following:

1. Complete make-up work for all excused absences in a satisfactory manner within a reasonable period.
2. Show knowledge of the course contents through class assignments, projects, and/or written reports.
3. Pass a comprehensive final examination.

Policies for Attendance

1. Out-of school suspension absences will be considered unexcused.
 - a. Homework for suspended students may be viewed on the school website, www.sbac.edu/~SFHS/
 - b. It is the individual teacher's decision as to the weight of the grade given to homework. It is to be understood that no credit or only partial credit may be given as per District Policy. **This policy is under review. Refer to 2009-10 Code of Student Conduct for relevant changes.**
2. Students are not counted absent due to In-School Detention or for school-sponsored activities.
3. A student who does not check in with a teacher on club day will be considered "skipping" and referred to the Dean's Office.
4. A student who has 15 unexcused absences within any 90 calendar days is considered truant and shall be reported to proper authorities. The Department of Highway Safety may not issue and shall suspend any previously issued driver's license or learner's license for any such minor student.

Check In Procedure/Tardy

All students who arrive at any time after 9:05 a.m. must sign in at the Attendance Office. Students are required to have a parent note to enter school late or must contact a parent by telephone. Doctor appointments (verified with appointment card) are generally the only reason that will be accepted as excuses for being late.

Check Out Procedure

Once a student has arrived on school property, he/she may not leave campus without proper check out through the Attendance Office. Improper check in or check out will result in a Dean's referral.

Since Santa Fe is a closed campus, **NO lunch time check outs** are allowed between 10:50 and 1:20 with the exception of doctor/dentist/or court appointments or administrative approval. Official documentation verifying date and time of appointment is required to allow a student to return to school the same day.

Arrangements should be made to handle personal business during off-school hours. If it is necessary to checkout during the school day, parents should follow the prearranged check out procedure. No walkup or phoned in checkouts are allowed after 2:45. **Procedures for**

prearranged check out are:

1. Before school, students must bring a parent note requesting early dismissal to the Attendance Office. Notes are to include the following information:
 - a. Reason for early dismissal
 - b. Method of travel (drive, walk, etc.)
 - c. Name of person authorized to sign student out
 - d. Parent's day phone number for verification of note
 - e. Time of dismissal

An early dismissal slip will be sent to the student who will report to the Attendance Office at the designated time to sign the check-out sheet.

2. Students will not be allowed to check out without parent permission, regardless of age.
3. Authorization for check out may be done only by the persons listed as parent or guardian on the student's emergency card. **Picture identification must be shown at the time of checkout in the Attendance Office.**
4. Students who become ill during the day will check out through the clinic.
5. Parents may also call the attendance office for early dismissal/pickup until 2:45. **This does not apply to students who drive as a pre-arranged checkout is required.**
6. Any student returning to campus after checking out is required to sign back in at the Attendance Office.
7. Students who check out will need documentation for all classes missed on the first day back. Exceptions: Prior arranged school related absences and suspensions.
8. No checkouts are allowed during Semester Exams.
9. **Checkouts during In School Detention Assignment will result in another full day assigned.**

GENERAL SCHOOL INFORMATION

Conduct at Athletic Events and Assemblies

Athletic events are perhaps the primary public relations vehicles for our school. Good conduct at these events is of the utmost importance. All rules in the Student Code of Conduct apply, including dress code. It is expected that good sportsmanship be shown to all members of any visiting team, spectators, and staff members. The same standards of conduct are expected in assemblies as in the classroom. Negative and degrading comments or cheers have no place as part of any athletic event or assembly in which Santa Fe students are involved.

Parking—All Vehicles must have a valid decal.

All student driven vehicles during the regular school day must be registered and display a valid decal. To be eligible for a decal, students must have a 2.0 minimum cumulative GPA and not be on the school debt list. Students are to observe the 15 M.P.H. speed limits, obey all traffic regulations, park in the assigned area, and drive in a responsible and mature manner. A student's driving privilege will be denied if it is found to be in the best interest of the school. Violations include, but are not limited to, improper check in or out, skipping, driving non-checked out students off campus, tardy to school, music too loud, running stop signs, driving the wrong way, or unauthorized use of a decal, etc.

Any student who loans or uses a decal issued to another student, or duplicates a decal will be subject to disciplinary action. Failure to pay parking tickets will result in loss of decal. Parking decals that are clearly not being used by the recipient will be reassigned.

Textbooks

At the beginning of the year, students are issued the textbooks for their courses. **Students who are on the school debt list will not be issued books or parking decals until past debts are cleared.**

Textbooks are the property of the Alachua County School Board and therefore must be accounted for by each student, principal, and the County Superintendent. Textbooks that are mutilated, lost, or stolen, must be paid for by the student to whom the book has been issued before a new book will be issued. Money will be refunded in the event the book is found.

Disbursement of Medication and Use of Clinic

The clinic is located in the portable between Buildings 3 and 4. It will provide temporary accommodations only for ill or injured students until arrangements are made to transport such students from the campus. Passes must be secured from a teacher to visit the clinic. No drop-ins are allowed between classes.

All personal medication, including aspirin, and prescription drugs are required to be checked in to the clinic. The school nurse will make pass arrangements for the student to come to the clinic at the

proper time. The school will not provide any type of medication for students to take internally. Band-aids and ice are available.

Lost And Found

Students are encouraged to turn in books and articles of clothing that are found to the front office. Students are also encouraged to write their names inside or on all possessions, including backpacks, for easy identification, and for theft protection.

Wing Lockers and Locks

Florida Statute 232.56(b) states: “the Principal or other administrators may search a student’s locker or other storage area if he/she has reasonable suspicion that a prohibited or illegally possessed substance or object is contained within the locker or storage area.”

School Grounds

If a student chooses to use a locker, it is the student’s responsibility to provide a lock. The school does not assume responsibility for items left in the lockers. Lockers are chosen the first week of school. Students should select a locker in the area based on their lunch shift. The lockers in Building 34, the new science wing, will be available only for the students who have classes there. Each student will register his or her locker number with the fourth period teacher who will submit a list to the Dean’s office. Any change of locker location during the school year must be registered with the Dean’s Office.

Gym Lockers

Lockers in the gym locker rooms are not to be used for book storage other than the period the student has a physical education class. The locker rooms have minimal security. *All personal items, including backpacks need to be locked up in a locker during class.* All clothing, books, shoes, and backpacks should have the owner’s name clearly written in permanent ink.

School Grounds

Everyone is expected to show pride in our school by keeping our campus and buildings clean. We would like visitors to continue to be complimentary in their remarks about our campus, but more importantly is the fact that we as Raiders feel and work best in pleasant surroundings.

Lunchroom

The lunchroom is open each morning from 8:15 – 9:00 a.m. for breakfast. Parents may send money in the form of a check with the student for deposit. This should be turned in to the cafeteria before school. Monies on account may be used only in the cafeteria and may not be withdrawn by the student for use elsewhere. Parents may wish to use the website www.mylunchmoney.com to directly deposit money into student accounts.

Each student is issued a lunch number. Free and reduced lunch applications must be filled out every new school year.

Telephone Usage

Students may use the telephone in the Dean's office before or after school only. Checkouts must be prearranged. (See page 10, Check out Procedure)

Messages to Students

Parents are asked to limit requests to contact students during the school day for emergency reasons only. Students are not allowed to use their cell phones after the first bell. In order to minimize interrupting classes, delivery of non-essential items such as flowers and balloons to students is prohibited.

Daily News

In an effort to provide adequate communications, the principal or his designee broadcasts the morning announcements over the intercom. Students are expected to remain quiet during this time so that all students will be well informed of important campus activities and scheduled events.

Media Center

The Media Center is open Monday through Thursday from 8:30 a.m. until 3:30 p.m. Friday's hours are until 3:15 p.m. Students may use the library during their lunch period with a blue pass obtained from a teacher. Substitute teachers will not issue library passes. Use of the Media Center is encouraged. Responsible behavior is required in the center in order to ensure that the learning and study environment is exceptional. Rules for computer use are strictly enforced. (See Rules for Computer Use, pg 8)

EMERGENCY PROCEDURES

Fire Drills

1. There will be several drills each school year.
2. All indoor areas will be vacated immediately in a quick and orderly fashion. Students should proceed to the athletic field area and assemble with their class for roll call.
3. The all-clear signal will be one long tone. Students should return orderly to their proper class unless instructed to do otherwise.

Emergency Weather Procedure

1. Each classroom has a designated emergency weather location posted directly inside the door.
2. The auditorium and gymnasium should be avoided during severe weather.

Emergency Lock-Down Procedure

Schools continue to be among the safest places to be on a day-to-day basis. However, crisis and emergency situations do occur

and require quick action in order to protect students and staff. During times when students are to cease movement and remain in class, the school staff will secure the buildings. Cooperation during times of crisis is extremely important.

ACADEMICS

Guidance Department

The mission of the Guidance Department is to provide a comprehensive school counseling program addressing the academic, career, and personal/social growth of all students. School counselors assist students and families to make self-directed, informed, and responsible decisions. Counselors will host numerous classroom presentations, parent workshops, and information sessions throughout the year to provide services focusing on colleges, financial aid, career exploration, organization skills and, peer relationships. Counselors are also available for individual and group counseling sessions that deal with issues that are more personal. Students are assigned to a counselor based upon the first letter of their last name. Visit the Guidance Department website at www.santafehigh.org to access resources, information, and forms or to contact your counselor.

Report Cards and Progress Reports

A progress report will be issued to each student at the midpoint of each nine-week grading period. Students are to take this home to inform parents of academic progress.

Campus Parent Portal

Beginning the 2009-10 school year, with a password, parents will have internet access to their student's attendance and grades. Information can be found on www.sbac.edu home page by using the Infinite Campus Logo Parent link located at the top of the page.

Grading

Percentages will be used to determine nine-week's grades. Each teacher will determine the criteria for those activities that make up the grade. The statewide grading scale is A=90-99, *B+= 87-89, B=80-86, C+=77-79, C=70-76, D+=67-69, D=60-66, and F=0-59. *Plus grades are not calculated into GPA.

Grade Level Progression

Progression to each grade level is determined by a minimum number of credits earned. A student must earn 4 credits to be a sophomore, 10 credits to be a junior and 16 credits to be a senior.

GRADUATION COURSE REQUIREMENTS-(12 grade only)

English.....	4 credits
Mathematics.....	3 credits*
Physical Education.....	1 credit

Science.....	3 credits
Life Management Skills.....	1/2 credit
Social Studies.....	3 credits
Performing Arts.....	1/2 credit **
Vocational Practical Arts.....	1/2 credit **
Electives.....	8 ½ credits
	Total 24 credits

Earn a passing score on the FCAT

Earn a minimum GPA of 2.0

*One credit must be in Algebra I or equivalent

**Or 1 credit of either

GRADUATION COURSE REQUIREMENTS-(9-11 graders)

English.....	4 credits
Mathematics.....	4 credits*
Physical Education/Health.....	1 credit
Science.....	3 credits
Social Studies.....	3 credits
Fine Arts.....	1 credit
Electives.....	8 (4 in a major area)
	Total 24 credits

Earn a passing score on the FCAT

Earn a minimum GPA of 2.0

*One credit must be in Algebra I or equivalent

Graduation Ceremony Requirements

Students must have earned at least 23 credits and no school debts in order to participate in the graduation ceremony.

Valedictorian and Salutatorian, Upper 10% Selection

All seniors enrolled at Santa Fe High School may qualify for Upper 10% selection, which will be based on class rank at the end of the first semester of the senior year. Valedictorian and Salutatorian will be the highest-ranking seniors according to weighted GPA. Additional information can be found on the school website <http://www.sbac.edu/~sfhs> or the Santa Fe High School Program of Studies. Only students attending Santa Fe the entire senior year are eligible for these awards.

Honor Roll and Dean’s List

The honor roll is compiled every 9-week grading period and requires a 3.0 grade point average with no grade below a “B”. The Dean’s List is compiled every semester and requires a straight “A” average of 4.0

Guidelines for Community Service

Seventy hours must be completed for Bright Futures Academic Scholars Award. (See school website for complete information)

Basic guidelines include:

1. Decide where you would like to perform your community service
2. Register your intent to pursue hours with your guidance counselor.
3. Maintain an official record from and have it documented when completed by the agency that supervised the service.
4. Turn in the signed record to your guidance counselor with 10 days of the end of the semester during which it was performed.
5. Community service projects must be of a non-hazardous nature.
6. You, or the business or agency, may not receive compensation of any kind for services performed.
7. No hours can be served during school hours, or exceed 8 hours.
8. All Code of Student Conduct rules are in force except cell phone policies, where appropriate.
9. Your parent (or legal guardian) may not serve or sign as your supervisor.

Activities, Organizations, and Clubs

A student who has outstanding debts to the school is not eligible for club participation until the debts are cleared. Minimum requirement for club membership is a cumulative 2.0 GPA. A student who is not in good academic standing may not be released from class to attend a club meeting. **Students must attend at least three classes in order to participate in an after school event.**

STUDENT ATHLETIC POLICY

Athletics are open to all students who meet the following requirements:

1. Scholastic eligibility as set forth in FHSAA by-laws.
2. Current Physical Exam.
3. Insurance coverage.
4. Parent or guardian permission.
5. Have on file a medical release form.
6. Is a "student in good standing" as determined by the administration.
7. Not on school debt list.

Game Day Attendance

On game day, students must attend at least three classes in order to participate in the event. Coaches may extend this number.

Detention while in school on game day

Student will not be released early from In-School-Detention on game day to travel with the team.

Suspension from School

An athlete suspended from school is automatically suspended from all after school activities. No attendance is allowed in any form.

Obligations

If a student has an obligation (uniforms, monetary, etc.) to a team, he/she may not participate on another team until the obligation is cleared. Lost or mishandled equipment will be charged to the athlete.

Training Rules

Smoking, drinking, or the use of drugs in or out of season can be cause for not being permitted to try out for a team or dismissal from the team.

Student-Athlete Responsibility

Your participation is of your own choosing; loyalty to the teammates, coaches, teachers, and school is your first responsibility. Any participation in an unacceptable behavior on or off campus will not be tolerated.

Sportsmanship

Desirable behavior for players would be to shake hands with opponents before the contest, exercise self control at all times, accept decisions and abide by them, respect the officials' judgment and interpretation of the rules, never argue or make gestures that indicate a dislike for a decision, accept both victory and defeat with pride and compassion, never be boastful or bitter, and congratulate the opponents following either victory or defeat.

Unsportsmanlike Conduct

General unsportsmanlike conduct includes, but may not be limited to, the use of profanity, fighting, flagrant foul, or other unsportsmanlike acts. Gross unsportsmanlike conduct is an act of malicious and hateful nature toward a contest official or opponent. Such acts include, but are not limited to: cursing, striking, spitting, or threatening a contest official during a contest or at any other time because of resentment over occurrences or decision during a contest.

Penalties for Unsportsmanlike Conduct

Athletics are an extension of the school day and athletes are subject to the same rules found in the student Code of Conduct. The athlete is responsible for the payment of all fines assessed by the FHSAA for unsportsmanlike conduct.

