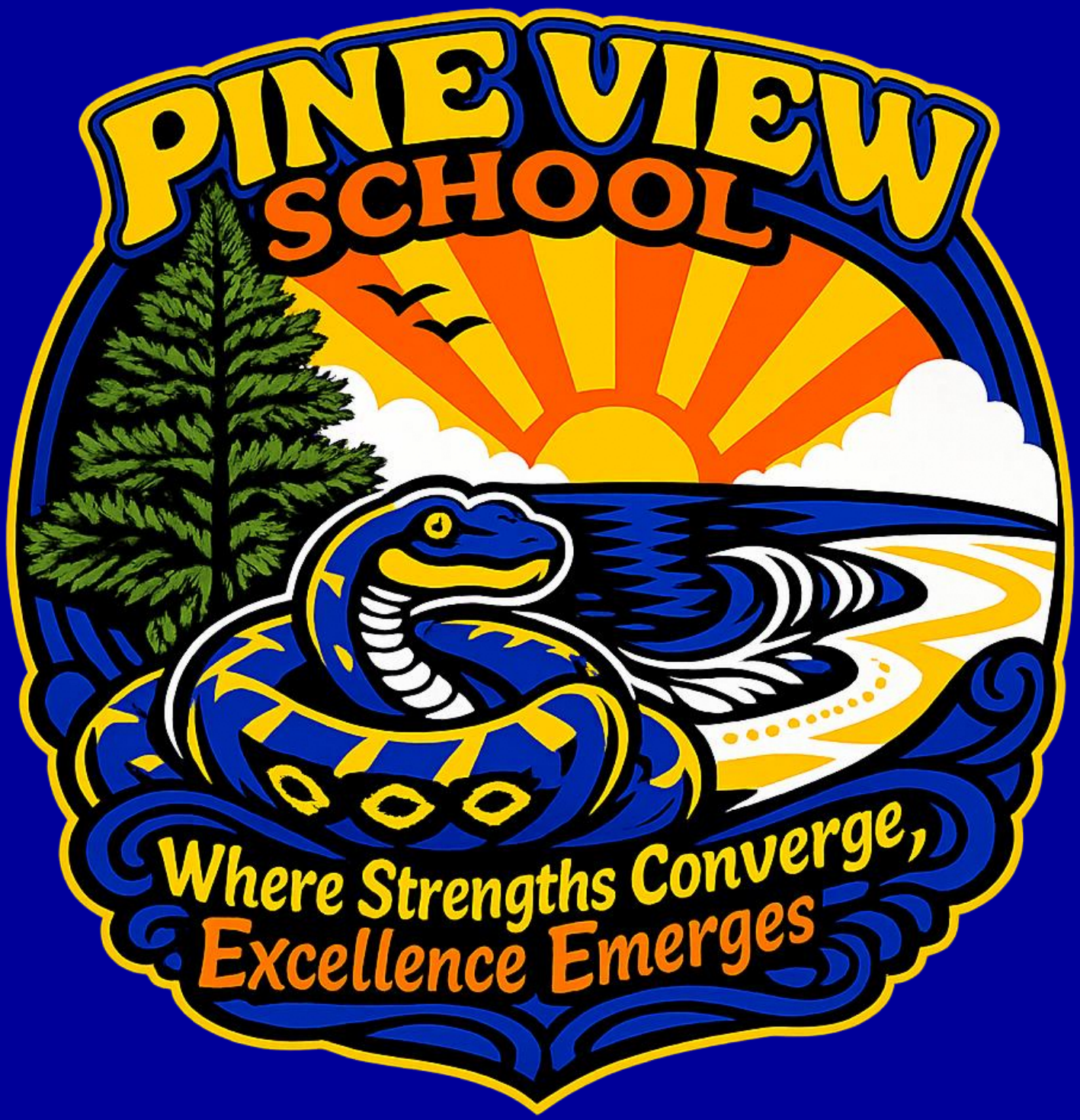


2026-2027
STUDENT AGENDA BOOK

Pine View School

1 Python Path
Osprey, FL 34229
941.486.2001
FAX 941.486.2042
https://www.sarasotacountyschools.net/schools/pineview

ADMINISTRATIVE TEAM & SUPPORT STAFF

Dr. Stephen P. Covert	Principal
Tricia Allen	Assistant Principal of Curriculum
Roy Sprinkle	Assistant Principal, Grades 2 - 5
Melissa Abela	Assistant Principal, Grades 6 - 8
Eileen Cabrera	Assistant Principal, Grades 9 -12
Lance Bergman	College Resource Advisor, Grade 12
Bobby Velasquez	School Counselor, Grades 2 - 5
Lynn Halcomb	School Counselor, Grades 6 - 8
Allen Regar	School Counselor Grades 9 -12 (A-L)
Drew Grissell	School Counselor Grades 9-12 (M-Z)
Kristin McCombie	Admissions/ESE Instructional Facilitator
Rebecca Kochenderfer	SWST Facilitator
Eugene Williams	School Resource Officer

VISION STATEMENT

Pine View is the premier school for arts and sciences dedicated to providing excellence in research-based teaching practices that foster intellectual, social, and emotional growth in gifted studies.

MISSION STATEMENT

The mission of Pine View School is to provide a qualitatively different learning environment that nurtures a passion for intellectual curiosity, encourages risk-taking, independence and innovation, and is committed to a tradition of academic excellence and social responsibility.

PRINCIPAL'S MESSAGE

On behalf of the faculty and staff, we are pleased to welcome you to Pine View School. We are looking forward to another exciting year filled with opportunities to take all we do to 212°.

The Sarasota County Public School System is committed to an educational program that recognizes the unique values, needs, and talents of each student. The instructional program at Pine View is an integral part of this commitment. The philosophy of Pine View emphasizes the need to develop, within all our students, a desire for excellence and an understanding that, by virtue of their special gifts, they are capable of outstanding performance.

OFFICE/SUPPORT STAFF

Principal's Administrative Assistant	Denise Valentine
APC Admin. Assistant, Gr. 2-12	Alycia Poteralski
Asst. Principal's Admin. Assistant, Gr. 2-5	TBD
Asst. Principal's Admin. Assistant, Gr. 6-8	Gena Bufkin
Asst. Principal's Admin. Assistant, Gr. 9-12	Nadine Feraco
Admissions Secretary	Carole McLaughlin
Attendance Secretary	Gina Verdino
Bookkeeper	Teri Fisher
Clinic Aide	Laura Valek
Community Health Nurse-RN	Katherine Servidio
Front Office Secretary	Alyson Treadway
Health Room LPN	Misty Wells-Wimbish
High School Guidance Secretary	Faith Kona
Registrar	Sue Manders
Student Union Manager	Angela Wittstruck

IF YOU NEED:	PLEASE SEE:
Accident Insurance Claim Form	Front Desk
Activities Calendar	Nadine Feraco
Activity Bus	Alyson Treadway
Admissions	Carole McLaughlin
Announcements	Nadine Feraco
Attendance Information	Gina Verdino
Club Information	Nadine Feraco
Deposit/Withdrawal of Funds	Teri Fisher
Discipline Information	Grade Level AP
Field Trips	Alycia Poteralski
Information about Intramurals	Joe DiGiacomo
Medical Attention	Misty Wells-Wimbish
Parking	Alyson Treadway
Sign-In	Front Desk
Sign-Out	Front Desk
Student Activities	Maggie Higgins
To report theft or vandalism	Officer Eugene Williams
Transportation Office	941-486-2141
Transcript Request	Sue Manders
Withdrawals	Sue Manders
HS Athletics	Wayne Robertson

TECHNOLOGY SUPPORT

Hugo Guardado-Henriquez,
Technology Support Professional (Lead)

TEACHERS

Full teacher directory with grade level assignments and contact information can be found on the Pine View website.

CAMPUS AIDES

Full list of Pine View classified employees can be found on the Pine View website.

2026-2027 IMPORTANT DATES

August 10, 2026	First Day for Students
September 7, 2026	Labor Day (No School)
October 9, 2026	End of 1st grading period
October 12, 2026*	Professional Day (No School)
November 23-27, 2026	Thanksgiving Break
December 18, 2026	End of 2nd grading period
December 21, 2026-January 1, 2027	Winter Break
January 4, 2027*	Professional Day (No School)
January 18, 2027	Dr. M.L. King Day (No School)
February 15, 2027	Presidents Day (No School)
March 11, 2027	End of 3rd grading period
March 12, 2027*	Professional Day (No School)
March 15-19, 2027	Spring Break (No School)
March 26, 2027*	Mini Break
April 16, 2027*	Mini Break
May 26, 2027	Last Day for Students
May 27, 28, 2027	Inclement weather makeup days if needed
May 31, 2027	Memorial Day

**Inclement weather makeup day if needed*

2026-2027 PINE VIEW CLASS SCHEDULE

PERIOD	TIME
1	7:30-8:22
2	8:27-9:19
Moment of Silence	9:24
3	9:24-10:19
4	10:24-11:16
5	11:21-12:13
6	12:18-1:10
7	1:15-2:07
8	2:12-3:04
9	3:09-4:01

High School start time is 7:30 a.m.
Middle and Elementary start time is 9:24 a.m.

ACADEMICS

ACADEMIC HONESTY

Guidelines on academic honesty have been established. This school-wide plan, defining examples of Academic Dishonesty and consequences, is distributed to all students at the beginning of the school year.

Academic Integrity Policy - Original Work and Prohibition of Artificial Intelligence (AI)/Large Language Model (LLM) Use

Pine View School upholds the values of academic integrity and fosters an environment where students are encouraged to develop their critical thinking and problem-solving skills independently. To ensure fairness, accuracy, and authenticity in the assessment process, the following policy outlines the expectations regarding original work submission and the use of Artificial Intelligence (AI) or Large Language Model services:

Original Work Submission:

a. All assignments, projects, essays, reports, and any other academic tasks submitted for grading must be the original work of the student. This means that the ideas, research, writing, and any accompanying materials must be the product of the student's own efforts, creativity, and knowledge, and not having used, accessed, or generated or used the product of Artificial Intelligence (AI) or a Large Language Model (LLM).

b. The use of unauthorized aids, such as copying from another student, using pre-written materials not specifically allowed by the teacher, or presenting someone else's work as one's own, is strictly prohibited and will be considered a violation of academic integrity/academic honesty policy.

Prohibition of AI/Large Language Model Use:

a. The use of Artificial Intelligence (AI) or Large Language Model (LLM) services, including but not limited to text generators, essay writers, or any technology that generates content automatically, is not permitted for any academic tasks.

b. Students are expected to rely on their own abilities, research, and understanding of the subject matter to complete assignments and assessments.

Preventing Plagiarism and Encouraging Originality:

To foster a culture of academic honesty and originality, teachers will:

- Clearly communicate the expectations for original work and the consequences of academic dishonesty to their students at the beginning of each course (semester or year-long).
- Provide guidance on proper citation and referencing techniques to acknowledge the sources used in research.
- May use plagiarism detection tools to help identify any instances of academic dishonesty and inform students that a referral may be submitted to an administrator for disciplinary investigation.

Appeals and Support:

Students have the right to appeal any decision related to academic integrity/honesty violations. They are encouraged to seek guidance from teachers if they need help with any aspect of their assignments to prevent inadvertent violations prior to submitting any assignment or work.

At Pine View School, we believe in the power of individual growth and learning. By adhering to this policy, students will develop essential skills that will serve them well throughout their academic and professional journeys- in elementary, middle, high school, and beyond. Let us work together to create an environment that values authenticity, integrity, and personal growth.

This policy is effective from the date of publication and will be reviewed annually to ensure its relevance and effectiveness.

- **First Offense:**
- Student receives “zero” for the assignment/test/project, etc. Teacher contacts parent/guardian within 24 hours, referral submitted for documentation and a conference between student, parent/guardian, teacher, and administrator may be scheduled.
- **Second Offense**:
- In the same/any other class: the student fails the class in which the second offense occurred with a maximum grade of 59% for the quarter and a referral is submitted.
- **Third Offense**:
- Referral submitted, a conference scheduled between student, parent/guardian, and principal to recommend placement to a regular districted school. Student receives a “zero” for the quarter. Grade is transferred to the receiving school.

This policy is enforced in elementary, middle, and high school. Progressive consequences for academic honesty violations are cumulative by level: elementary, middle, and high school.

ACADEMIC STANDING

All students must maintain a minimum 2.5 cumulative unweighted GPA for all core credit classes during any grading period. Academic courses will be reviewed to ensure students continue to meet gifted magnet eligibility requirements for continued placement at Pine View. Students who fall below the 2.5 threshold for the three most recent grading periods will be reassigned to their districted school.

COURSE CHANGE AND DROP/ADD TIMELINES

A change in class schedule, once a semester has started, is generally not recommended.
The following guidelines will apply for schedule changes:

- A student may drop or add a full-credit course within 10 days of the beginning of the course. No drop/adds will be allowed after two weeks from the beginning of the course. A student may drop/add a half-credit course within five days of the beginning of the course.
- Changes requested after the 10-day count may be considered at the semester break and once documented support strategies have been implemented to promote student success in the current course.
- A schedule change request is likely to result in a course or instructor change that may affect existing order of scheduled classes.

In all the above instances, students must consult with and have the permission of their parent/guardian, teachers, school counselor, and grade level administrator in order to make these changes. The principal has final approval for any schedule changes.

HOMEWORK

The proper approach to homework for gifted students is dependent upon age, ability level and the subject area. Properly planned and assigned homework offers many benefits. The quality vs. the quantity of the homework assignments is of primary importance. Homework is defined as all assignments that require preparation outside of class i.e. daily written work, projects, studying for tests, etc. and should have a direct instructional purpose.

The following guidelines concerning homework/projects are in effect:

- No homework (including studying for tests) should be assigned over Thanksgiving, Winter Break, Spring Break or any designated religious holidays.
- No tests or long-term projects can be scheduled the day after the above mentioned holidays.
- When possible, opportunities may be provided to begin homework assignments in class.
- Each grade level has developed guidelines for the assignment of homework and the coordination of tests and quizzes. A calendar is maintained at each grade level to help coordinate tests and quizzes. **Students should have no more than 2 tests and/or quizzes a day**. These guidelines should be closely adhered to and communicated to parents and students.
- Students' grades may be reduced up to 30% for homework not turned in on the due date.

LATE WORK

Work submitted late may result in a late penalty of up to 30%. Individual teachers will develop guidelines for late work and communicate these guidelines as part of their class expectations to students and parent/guardian at the start of the school year.

ONLINE COURSES AT PINE VIEW

Pine View strongly believes in providing a qualitatively different learning environment that nurtures the needs of gifted students. When possible, students should take classes in-person with highly qualified, gifted-endorsed instructors.

- Limited seats are available on a first come, first serve basis to students who opt to take an online course.
- Students enrolled in online courses are required to make steady progress in their online course and will be monitored weekly. Failure to progress may prohibit participation in field trips and school sponsored activities. Students who are not making adequate progress may be removed from the course or be assigned Saturday School to work on the course.
- Students enrolled in an online course who do not complete the course by the end of the school year will not be permitted to take an online course the following year during their school day.
- Students enrolled in a one semester course are expected to finish by the end of the semester. They should then be enrolled in another online course or a semester course on site during second semester.
- Students enrolled in AP online courses may choose to take their AP exam at Pine View or any other testing site (other high schools offering AP exams). AP final exams are under the explicit purview of Pine View teachers and the students enrolled physically in their classrooms. Students enrolled in online AP courses must make arrangements at least one week in advance with their school counselor and the AP teacher with whom they would like to test if they wish to be included in the final exams. Students are encouraged to seek assistance with AP exam preparation from their online instructors.
- Students enrolled in an online Dual Enrollment (DE) class will be monitored for attendance only. Progress of DE courses is not monitored by Pine View faculty or staff.

WEIGHTING OF COURSES

Sarasota County School District changed the weighting of high school level courses beginning with the 2018-2019 school year. Honors classes will continue to carry a weight of 1 point, while Advanced Placement and Dual Enrollment courses will be weighted with a weight of 1.5 points when calculating a student's high school grade point average (GPA). Please note, as a matter of policy, Pine View School does not rank students. In general, Bright Futures, colleges and universities will recalculate a student's weighted GPA based on their own criteria.

PINE VIEW DIPLOMA CRITERIA

The following criteria have been established in the awarding of a diploma from Pine View School:

- Students must earn a minimum of 26 credits, which may include credits earned in middle school.
- All students in grades 9-12 must be enrolled in at least six credits each semester per year.
- Students must earn all core academic credits on campus. These include 4 English, 4 Mathematics, 3 Science, 3 Social Studies, and 3 World Language credits for graduation. Courses must be taught on-campus and by Pine View faculty.
- Students must earn three high school credits in the same World Language.
- Pine View expects all students enrolled in Advanced Placement courses to complete the Advanced Placement Exam at the end of the school year.
- Academic grades will be reviewed quarterly to ensure students continue to demonstrate the need for an accelerated curriculum and enrollment in a gifted magnet program.
- All students must maintain a minimum 2.5 cumulative unweighted GPA for all core credit classes, including World Language courses, as determined by the three most recent grading periods.
- In accordance with the SCS Student Progression Plan, students must have the correct number of credits to be promoted to the next grade level.
- Beginning with the Class of 2027, students must complete 0.5 credit in the Personal Finance & Money Management course to be promoted to the next grade level.
- For more information, please refer to the Pine View High School Requirements in our Program of Studies.

ATTENDANCE

Pine View is proud to claim an extremely high rate of student attendance. An absence *may* be excused in the following cases:

- A documented illness of a student by parent/guardian or doctor.
- A documented illness or death in the immediate family of a student.
- The duration of a religious holiday.
- A performance, athletic contest, field trip, or similar activity.
- Any other circumstances approved appropriate by the administration.

Parent/guardian is asked to call school before school starts on every day the child will be absent. An excuse note must be uploaded into the Family FOCUS Portal within three school days of your absence. If a note is not submitted, the absence will be considered unexcused. Student grades will be impacted for all work missed due to an unexcused absence or truancy.

EXCESSIVE ABSENCES

Any student with an excessive number of absences (9 per semester or 18 per year) will receive a letter stating that a doctor's note will be required for any future absences to be considered excused.

HABITUAL TRUANCY

If a student develops a pattern of non-attendance, parent/guardian will be asked to conference with school staff and participate in efforts to remediate the situation. Any student with an excessive number of unexcused absences (15 unexcused in 90 calendar days) is considered habitually truant. If unexcused absences continue, truancy procedures will be initiated.

EXCESSIVE EXCUSED LATE ARRIVALS TO SCHOOL OR EXCESSIVE EARLY DISMISSALS FROM SCHOOL

A student who is late to school from home or being dismissed early must bring a note from a parent/guardian or a doctor for the late arrival/early dismissal to be excused. Students accumulating 5 or more excused tardies or dismissals per semester will be required to bring a doctor's note. Future tardies or early dismissals without a doctor's note will be considered *unexcused* and the attendance policy guidelines will apply.

UNEXCUSED TARDIES TO CLASS

A classroom tardy occurs when a student is not in their class seat when instructional time begins. The following tardy policy applies to an individual class period (including first period).

- **First Offense:**
  Teacher provides a verbal warning.
- **Second Offense**:
  Teacher communicates with parent/guardian and writes a Notice of Concern**.** Parents, through the Notice of Concern, are notified**.**
- **Third Offense:**
  Teacher issues a second Notice of Concern and an administrator assigns the student a lunch detention. Parents, through the Notice of Concern, are notified.
- **Fourth Offense & Beyond:**
  Teacher issues an Event and Discipline Report to administration and student will be assigned an additional consequence and/or lose Pine View parking privileges. Parents/guardian will be contacted by administration.

Students who arrive late to school must sign in at the front office before proceeding directly to their scheduled class. A student who is late to class from another class after the first period must obtain an excuse from their previous instructor if the tardiness is to be excused.

SELECTIVE CUTTING OF CLASS

When students choose to selectively miss a class without school approval resulting in an unexplained absence, such action will result in the following:

- **First Offense:**
  Teacher discusses the unexplained absence with the student. Student receives a U and their grade will be impacted for all work missed. Teacher documents using a Notice of Concern and contacts parent/guardian.
- **Second Offense:**
  Teacher writes a Notice of Concern and contacts parent/guardian. Teacher confers with the administrator and a lunch detention is issued. Parent/guardian is notified through the Notice of Concern and Saturday School is assigned. Student receives a U, and their grade will be impacted for all work missed.
- **Third Offense:**
  Teacher issues an Event and Discipline Report and student will be assigned an additional consequence which may include detention, Saturday School, and/or loss of privileges. Parent/guardian will be contacted by administration.

Students who arrive late to school without appropriate documentation and who have missed one or more class periods are selectively cutting class. Students who leave school grounds without proper approval during their school day may be assigned Saturday School, without a previous offense.

UNEXCUSED ABSENCES

The Attendance Office and Administration closely monitor attendance for unexcused absences. When a student reaches 5 or more *unexcused absences***,** the following steps are taken:

- **5 Unexcused**: Families receive a district notification letter.
- **10 Unexcused**: Families receive a district notification letter and student meets with their school counselor. Administration will be notified. Attendance interventions and an attendance contract will be considered and the truancy process will be followed.
- **15 Unexcused**: The truancy process will be followed. Students may be subject to disciplinary consequences such as Saturday School or loss of parking privileges.

The attendance records of students (ages 14-17) who have 15 unexcused absences within a 90-calendar day period are automatically forwarded, by the school district, to the Department of Highway Safety and Motor Vehicle and driving privileges (license/permit) may be revoked.

PASSPORTS

The Pine View instructional pace moves quickly and missing school, even for a day, presents a burden for both student and staff. If you miss school for **two or more full days**, you must obtain a passport. These guidelines will be strictly enforced.

Passports should be obtained from the front office at least 3 days prior to a full day of absence. A note from the parent/guardian must be presented stating the following:

- Students' name and grade level
- Purpose of absence
- Dates of anticipated absence
- Parent/guardian signature

The note and passport form are then presented to each teacher to communicate work the student is responsible for completing. When completed by teachers, parent/guardian must review and sign the passport and return to the office before the absence, for administrative approval. Students are responsible for completing assignments and scheduling make-up tests. This is not the teacher's responsibility. Students will be given one day to make-up work for each day absent.

Passports will not be approved for students identified as being **excessively absent**. Students are considered excessively absent if they have missed 10% or more of the academic school year at the time of the passport request. This is equal to nine absences per semester (excused or unexcused).

Passports are not required for school-sanctioned trips. Passports will not be granted during FAST, End-of-Course Exams, and/or any other standardized testing dates.

MAKING UP WORK AFTER EXCUSED ABSENCES

There is a dual responsibility for the completion of work by students who have an excused absence: students are responsible for initiating the process of collecting and completing work missed when absent. Due to the complexity of classroom instruction it is not possible for teachers to replicate what was missed; however, they will make an effort to explain major concepts and skills. For homework and tests, students will be given one day to make up missed work for each day they are absent.

The school counseling office will assist with the compilation of homework assignments after a student has been absent for at least three consecutive days. Any student who is absent on the due date for a long-term project will be responsible for submitting the project on the first day they return to school.

MAKING UP WORK AFTER FIELD TRIPS AND SCHOOL-SANCTIONED EVENTS

Any student who will be attending a field trip or school-sanctioned event is responsible for communicating with teachers ahead of time to get work that will be missed. Students are also responsible for making arrangements with teachers to make up any missed assessments upon return. Any work that is due on the date(s) of the trip or event, including long term projects or planned assessments, is expected to be handed in or made up on the first day after trip or event concludes.

For example:

- A student who is absent on Monday and returns to school on Tuesday, will have until Wednesday to complete any homework assignments and/or tests.
- A student who is absent on Monday and Tuesday, will have until Friday to complete and homework and/or tests.
- **Any student who is absent on the due date for a long term project will be responsible for submitting the project on the first day the student returns to school. A long-term project is one which has been assigned at least two weeks before the scheduled due date.**
- At the discretion of each teacher, work submitted late may result in a late penalty of up to 30%. Individual teachers will develop guidelines for late work, have them approved by the principal and/or principal's designee, and communicate these guidelines as part of their class expectations to students and parents/guardians at the start of the school year.

OFFICE SIGN-OUT AND RELEASE OF STUDENTS PROCEDURE

All students leaving campus MUST be signed out. They are not permitted to go directly to parent pick-up or student shell lot. If a student needs to leave school during a class, a parent/guardian note should be sent with the student beforehand (even if a student is 18) so an office pass can be obtained by the student from the office. Students must bring a note to the office before their first period on the day the sign-out is effective.

The note should include the following:

- Student's legal name and grade.
- Reason for early dismissal.
- Requested time of dismissal from Pine View.
- Campus security will be notified by the office to let student out of the shell lot after student signs out.
- Parent/guardian contact information for verification of appointment.
- Parent/guardian signature.

For student safety, there will be random verification of appointments. Students are required to show the pass to their teacher and leave class at the pre-approved time. Students must then report to the office to get signed out or sign themselves out with proper documentation. We appreciate your cooperation to help minimize class disruptions.

No student is permitted to leave campus during the school day for school activities without administrative approval or written consent from the student's parent/guardian.

During school hours, students may be released only to individuals who are authorized by the parent or legal guardian to pick them up. A parent or legal guardian must have this individual already on their contact list in their Focus Portal account.

Students who have a driver's license are permitted to sign themselves out with a parent/guardian note.

Students who leave school grounds without proper approval during their school day may be assigned to Saturday School, even without a previous offense.

WITHDRAWING A STUDENT

Students who plan to withdraw during the school year must notify the registrar at least one week prior to the last day of attendance to ensure all exiting paperwork has been completed.

The process for withdrawing students during the school year is as follows:

- The parent/guardian must contact the registrar to sign withdrawal forms a minimum of one week prior to the child's last day of school.
- The registrar will notify the student's teachers, principal, assistant principal, and guidance counselor upon receipt of these forms.

CAMPUS CONDUCT

Members of the Pine View community are proud of our school and demonstrate pride by modeling respectful behavior while on campus, as well as during school-sponsored trips and events.

In accordance to district policy, Pine View utilizes a progressive discipline philosophy. Our school-wide plan establishes a gradient of defined consequences for inappropriate behavior. In addition, each teacher has communicated a set of behavioral expectations to ensure success.

Our core values inform our school-wide expectations of:

- Be Kind
- Be Strong
- Be Well

Teachers, staff members, and other students are to be treated with respect. Infringing on the rights of others will not be tolerated and may result in a parent/guardian conference, detention, and/or suspension. Outward displays of affection other than hand holding are not appropriate on campus. Each student should assume the responsibility of being an excellent role model for their peers.

Respect, good manners, and appropriate behavior are expected of every student in every classroom, on every bus, and at every school-sponsored event.

ASSEMBLY ETIQUETTE

- Entering or exiting the Student Union, Auditorium, or Gym shall be in an orderly fashion with no running, pushing, or crowding.
- Entering or exiting the Student Union, Auditorium, or Gym during any program is restricted to emergencies only.
- Talking during any kind of program is not condoned. Students who do this will be dismissed and referred to the office.
- Use good taste and common sense to show your appreciation for a performance. Applause (when appropriate) is in good taste; cat-calls, boos, whistles, etc. are cause for disciplinary action.
- **Absolutely no food or drinks are permitted in the Auditorium or Gymnasium.**

HARASSMENT/BULLYING

The following section details our policy on bullying behavior, which is differentiated from typical growing pains and friendship issues. Bullying must include 3 elements: It must be 1) repeated; 2) intentional; and 3) involve a power imbalance. Bullying may involve teasing; social exclusion; threats; intimidation; stalking; physical violence; theft; personal (racial, gender, religious) harassment; public humiliation; or destruction of property.

Harassment of any form is forbidden. Report any forms of harassment to an adult at school or home immediately.

Bullying, including cyber bullying, is against the law and will not be tolerated. Pine View students believe that everyone should enjoy our school equally, and feel safe, secure and accepted regardless of race, ethnicity, gender, sexual orientation, popularity, athletic ability, intelligence, religion, parent/guardian's income, and nationality. Bullying causes pain and stress to victims and is never justified or excusable as "*kids being kids*", *"just teasing", "just joking", "just playing around",* or any other rationalization. The victim is never responsible for being a target of bullying. Students who feel they are the victims of such actions should notify a staff member.

CAMPUS GROUNDS

The Pine View campus can be a beautiful area if kept free of litter.

- Please throw trash into the trash cans located throughout the campus.
- Students are responsible for picking up their own trash, particularly after lunch.
- Vandalism is against the law. Students defacing school property may be subject to suspension and arrest. Examples of vandalism can include damaging headphones, writing or destroying posted printed materials, throwing food, defacing desks, books, tables, gates, etc.
- **Please stay off the grass and use sidewalks.**

Students are required to obtain administrative permission to write on sidewalks in relation to clubs or class-sponsored events. Students requesting posters/flyers to be posted on campus must submit the item to Mrs. Cabrera's office. Once approved, items will be posted and removed by custodial staff.

CELL PHONES

High school students may use cell phones as a teaching/learning/educational tool. Students may not use cell phones and/or electronic devices for communication including Facebook, Instagram, Snapchat, TikTok, Discord, etc., or other social media platforms during the hours of their academic school day. Also, students may not use phones or cameras to make or record videos on campus or at school-sponsored events without teacher or administrator approval. In addition, each instructor may set specific guidelines regarding the placement of cell phones during class time and assessments.

Elementary and middle school students may not use any electronic devices including but not limited to: cell phones, smart watches, tablets, and/or earbuds during the school day. All personal electronic devices must be powered off and left in backpacks upon arrival to campus. No electronic devices can be brought to lunch or recess but students may utilize their device at the end of the school day for communication purposes. As a reminder, students may not use cell phones or electronic devices on school buses. This policy is directly aligned with School Board Policy and HB 1105.

CELL PHONES INFRACTIONS

The misuse of cell phones may result in confiscation and disciplinary consequences. A student's cell phone may be confiscated if it is being used inappropriately or without permission in a classroom. Confiscated cell phones are handed in to the school-level administrator.

- **First Offense**: Phone returned to student at end of day.
- **Second Offense:** Parent/guardian must pick up phone.
- **Third Offense:** Parent/guardian picks up phone, Event and Discipline Report, and Saturday School may be assigned.

Parents or guardians needing to contact their child in emergencies during the school day should call the front office. In the event of any emergency affecting the school, administration will make an announcement that students may use cell phones.

CONTROLLED SUBSTANCES AND WEAPONS

Pine View has **zero tolerance** for weapons and drugs. The use of prohibited drugs or alcohol by any student will not be tolerated. Any student in possession of prohibited drugs, drug paraphernalia, or under the influence of such, will be suspended, the police will be notified, and a Settlement Agreement (expulsion) may be considered.

School Board policies further prohibit smoking, vaping, dipping, or chewing tobacco on school buses, bus stops, and all school property, including all parking lots. Suspension may be the penalty for any infraction of the no-smoking policy.

Likewise, if you are found to be in possession of a knife, firearm, or other harmful weapons or devices you will face suspension and the police will be notified. All such weapons are strictly forbidden under state law and school board policy and may result in expulsion from school. This policy applies to the school campus as well as all related functions on or off campus.

300.4 — Student Search and Seizure: F.S. 1006.09 (9) School personnel may search students reasonably suspected of being in possession of contraband or other prohibited items while on school district property or wherever students are under the official supervision of district employees, such as on field trips, at extracurricular activities, or while being transported to and from such places either by school bus, by approved drivers, or by other means of conveyance.

DELIVERIES TO CAMPUS

Students are not permitted to have food delivered (or any other types of deliveries) to campus at any time. Adult sponsors must place orders and be responsible for any after school club or function deliveries.

DISCRIMINATION

Students have a RESPONSIBILITY to:

- Treat others fairly and with respect.
- Conduct themselves and their activities in such a manner that they treat others equally on account of race, color, religion, ethnic or national origin, age, disability, veteran or military status, marital status, pregnancy, sex, gender, gender identity or expression, sexual orientation, or any other characteristic protected by federal or state law or School Board policy.
- Report occurrences of discrimination, harassment, bullying, hostility, or retaliation based on membership in a protected classification as described above, to appropriate school personnel.

Please refer to the Human Resources web page for more information regarding the reporting of discrimination or harassment at:
https://tinyurl.com/vtf7w8vm

OFF-LIMIT AREAS

Retention ponds, wooded areas and construction areas are off-limits. Wildlife and other hazards are to be avoided. Other than coming and going to school, the **parking lots are also off-limits for students during their school day**. The elementary playground is only for grades 2-3 and can only be used with faculty/staff supervision. Middle and high school students are not permitted to be in the track area or on the courts after their school day ends. Allowable areas for high school students after their day ends and before 4:01 include the Quad, Media Center, Student Union, and Building 17 breakout areas (depending upon capacity). **In addition, please do not walk on the grass and utilize the designated walkways/sidewalks.**

STUDENT DRESS CODE POLICY

The following Dress Code Policy is the product of a collaborative District level decision-making team made up of students, teachers, parents, and administrators.

It is the student's responsibility to dress appropriately for the educational environment. All students will comply with district policies regarding appropriate dress, including prohibition of inappropriate or offensive messages and signification of gang affiliation. Students will dress according to a professional standard. Clothing must be worn to cover or conceal undergarments, midriff, and backside. All tops must have straps. Muscle tank tops which hang low on the sides and the front are not permitted. Pajamas and slippers are not appropriate for school. Footwear with secure backs must be worn.

Student dress for any school sponsored event (dances, senior Fridays, etc.) should be within dress code guidelines and not pose safety risks for the individual. Individual departments may set more stringent dress guidelines for safety reasons.

In accordance with The Sarasota County School District Code of Student Conduct, students must wear their current/valid student ID (visible at all times).

- **First Offense:** Parent/guardian contact via Notice of Concern
- **Second Offense:** Notice of Concern and detention may be administered
- **Third Offense:** Event and Discipline Report and may be assigned Saturday School

TECHNOLOGY

Students and families can access a copy of Pine View's ***Technology Policy*** on our school website, which explains the expectations regarding the use of technology on campus.

Any tampering with or misuse of school technology equipment is considered a serious breach of our discipline policies.

Students are not permitted to tamper with software or hardware installed on any computer/device, or to bring in software of any kind to be used on school computers at Pine View. Abuse or misuse of school technology can lead to disciplinary action, i.e., suspension, removal from technology-related courses, restricted access to technology, etc.

THREATS/DEPICTION OF VIOLENCE

Pine View adheres to District and State threat assessment protocol. Any student who verbally, in writing, by drawing, or by electronic transmission, conveys, symbolizes, and/or depicts an act of violence toward a student, staff member, or the school community may be subject to suspension or expulsion.

SCHOOL ACTIVITY PARTICIPATION

Administration reserves the right to withhold participation in extra school-related functions (i.e., field trips, dances, senior class events, sporting events, etc.) based upon attendance, discipline events, and academic standing. Any of the following criteria are taken into consideration:

- Below 2.5 GPA
- Multiple missing assignments
- Nine or more absences within current semester
- Received out of school suspension in the current school year, or
- Absent on the day of the event

GENERAL SCHOOL INFORMATION

ACCESS TO CAMPUS

School safety and security is of utmost importance.

High school students are not permitted on campus prior to 7:10 a.m. Elementary and middle school students are not permitted on campus prior to 8:55. Pine View operates as a closed campus, therefore, when classes are in session, students and visitors must enter through the front office.

All students arriving for the school day, as well as visitors during school hours, must enter through one of the designated OpenGate locations. For details, please visit www.sarasotacountyschools.net/page/opengate/

Students may not open the gate for other students or visitors, even if the person is known to them. Opening for others and/or propping a gate open will result in disciplinary consequences.

ANNOUNCEMENTS

At the start of third period, announcements are broadcast on Pine View News (PVN). All classrooms are required to tune into PVN for the morning announcements. Secondary classrooms can turn off the broadcast after the general section, with elementary students remaining for the entire duration. Announcements are also accessible on the Pine View website: www.sarasotacountyschools.net/schools/pineview.

Pledge of Allegiance: Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by parent/guardian, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes, as provided by Pub. L. ch. 77-435, s. 7, approved June 22, 1942, 56 Stat. 377, as amended by Pub. L. ch. 77-806, 56 Stat. 1074, approved December 22, 1942.

A Moment of Silence: Observed at the start of the school day per HB 529, effective July 1, 2021.

GRADES 9-12 AFTER SCHOOL HOURS

Students who choose to begin their day 1st period (7:30 a.m.) may choose to leave campus after their last academic class, with parent permission. However, students who choose to leave campus early must have prior approval in the form of written consent from the student's parent/guardian. If a student's day ends after 7th period (2:07 p.m.) or after 8th period (3:04 p.m.), they are dismissed from campus at that time. Students who remain on campus after the end of their day are to attend a club, go to the Student Union, Media Center, building 17 Student Breakout Areas depending upon capacity, or remain in supervised areas of the Quad.

STUDENT SUPPORT SERVICES

Professionals from the Student Support Services Department are dedicated to helping all students succeed academically, socially, and emotionally. Our team works in alignment with district and state policies to ensure every student has access to the resources and guidance they need. These professionals include school counselors, college and career advisors, exceptional student education team members, and our literacy coach.

GYMNASIUM

We are proud of our athletic facilities, particularly the gymnasium. It is very important that we take proper care of the gym floor. Shoes with rubber soles are the only footwear permitted in the gymnasium. To maintain this surface, this rule will be strictly enforced.

HEALTH ROOM

The Health Room is open from 7:10 a.m. until 4:25 p.m. to assist with health and hygiene concerns. Students who become ill or injured may request a health room pass from their teacher. Parents/guardians will be contacted if a student needs to be sent home. Parents/guardians must sign a student out in the front office.

LOST AND FOUND

A location on campus will be designated for lost items. Students should check these items on a regular basis. At the end of each month, anything not claimed will be donated to service organizations that help those in need.

LUNCH

Students, staff and visitors may purchase lunches in the Student Union during periods 4 through 7. A varied menu is available at prices established by Food Service. Menus, free & reduced lunch applications and online payment options are available at www.sarasotacountyschools.net on the Food & Nutrition website.

LUNCH TIMES

Grade 2	Period 6
Grade 3	Period 5
Grade 4	Period 5
Grade 5	Period 6
Grade 6	Period 6
Grade 7	Period 7
Grade 8	Period 7
Grades 9-12	Period 7

LUNCH GUIDELINES

- Breakfast is available from 7:10 a.m. - 9:24 a.m. in the Student Union.
- Students may eat in the Student Union or outside on the picnic tables or benches.
- For students in grades 4-8 choosing to eat outside, the designated area is the Quad and tables in front of the Administration Building.
- High School students are permitted to be in the Quad for lunch. However, no recreational games are permitted to be played.
- Eating is not permitted on the Auditorium steps or on the Auditorium terrace.
- No one may use the athletic fields until escorted by a campus aide.
- Restrooms are available in the Student Union, in academic buildings, and the Media Center.
- Ball playing is permitted only on the athletic fields and courts.
- Students **MUST** clean up after themselves. This will be strictly enforced.
- No food will be served after 2:09 p.m.
- Lunch boxes should have initials/names on the inside of the lunch box. This will assist in ease of returning lost or unclaimed lunch boxes to the appropriate students.
- No eating, drinking, or gum chewing is permitted in the Pine View Auditorium, Gym, Media Center, or in classrooms.
- Delivery of food by commercial establishments and/or food delivery services to students is not permitted.
- Leaving campus for lunch is not permitted.
- All of these guidelines are subject to change based upon student behavior and actions. Responsible behavior, especially picking up trash and litter, is essential.

MEDIA CENTER

Students may use the Media Center to study, complete homework, and utilize available resources. Students are expected to be respectful to those engaged in academic work. Computers are available for study and research. Printers and copiers are available for a small fee. Assignments can be printed from a flash-drive or from the student OneDrive (printing fee applies).

Computer privileges may be revoked, and a discipline Notice of Concern or Event and Discipline Report may be received for inappropriate use of technology, such as video gaming, social media, and inappropriate web searches.

PICKING-UP AND DROPPING-OFF STUDENTS

The elementary Student Pick-up Loop is located adjacent to the Administration Building (Building 6). Parents/guardians are to enter through the main entrance and follow the signs. Please avoid using cell phones while going through the student drop-off/pick-up line. Parking or leaving your car unattended is not permitted in either of the two lanes during arrival and dismissal. For safety reasons, students MUST enter/exit the vehicles on the curb side only. If you have students in both levels (elementary and middle school), please use the elementary Pick-up Loop.

The middle school Shell Lot Loop is located on the south side of Pine View's campus. Parents/guardians are to enter through the Bus Loop entrance and make an immediate right turn into the Shell Lot. There are signs to direct you through the loop and students will be waiting under the canopy when their car arrives. Please ensure you are not distracted by cell phone usage and are adhering to staff directives, as needed.

The North Parking Lot (by Building 16) is closed to all traffic between 7:10 a.m. – 4:25 p.m. and is not intended for parent/visitor parking. Finally, please be advised that drop-off and/or pick-up is NOT permitted in the Staff/Visitor Parking Lot or on the Service Road located on the south side of campus.

SCHOOL INSURANCE

An approved insurance plan for students is made available for everyone at the beginning of each school year. Insurance is taken on a voluntary basis, and everyone is urged to participate. All students participating in the interscholastic athletic program must purchase insurance or present evidence of a policy covering accidents. All accidents, even if a student does not appear to be injured, should be reported immediately to student's teacher or to the Health Room Nurse, who will complete a school Accident Report.

SCHOOL STORE

The School Store is located next to the Student Union. The School Store is sponsored by the Pine View Association and managed by parent volunteers.

STUDENT PARKING

Driving privileges are extended as a courtesy to high school students based on availability. Seniors, then juniors take priority. There is no guarantee a spot will be available to any students who obtain their licenses mid-year. Those students with a license may obtain a parking tag for $35.00 (tax included), which must be hung from the rear-view mirror. Please ensure your vehicle is parked in the proper student parking locations. All spaces are numbered and clearly identified. It is important for everyone to park in appropriately assigned areas. **Under no circumstances should students park in visitor parking spaces.** Failure to abide by the parking guidelines that are distributed with the tags and/or driving recklessly will result in a loss of parking privileges and/or Saturday School. Students may not sell, give away, or lease their parking spaces. **Parking spaces are non-transferrable.**

TELEPHONE CALLS

Students are encouraged to make telephone calls at a time other than during school hours. Office phones are for school business or in case of an emergency.

In an attempt to reduce class interruptions, parents/guardians should not request that school officials deliver personal messages. We find that relayed messages are often confusing, misunderstood, and can be disruptive. Please make after-school arrangements for your child before sending them to school. We encourage a reminder note in their agenda books. Requests for emergency messages only may be made through the office staff.

TEXTBOOKS

Students are financially responsible for all books that are lost, stolen, or damaged. Students are expected to bring required textbooks to class and to notify teachers if one has been lost. A lost textbook must be paid for before another textbook is issued.

TRANSPORTATION

Bus transportation will be provided to all students living more than two (2) miles from Pine View School whose school day begins at 9:24 a.m. and ends at 4:01 p.m. A student may request to ride a bus other than the bus to which they are assigned by obtaining a Temporary Bus Rider form after the first two weeks of school. This form may be found in the Administration Office or on the Pine View website. For more information, a student/parent/guardian should contact Transportation at (941) 486-2141. Rules are posted in the front of each bus. These rules are to protect students and must be followed. Any student whose conduct is such that it is distracting to the driver may be given a referral. Misbehavior may result in a student being suspended from the bus. Continued disruptions may result in expulsion from the bus for the remainder of the school year.

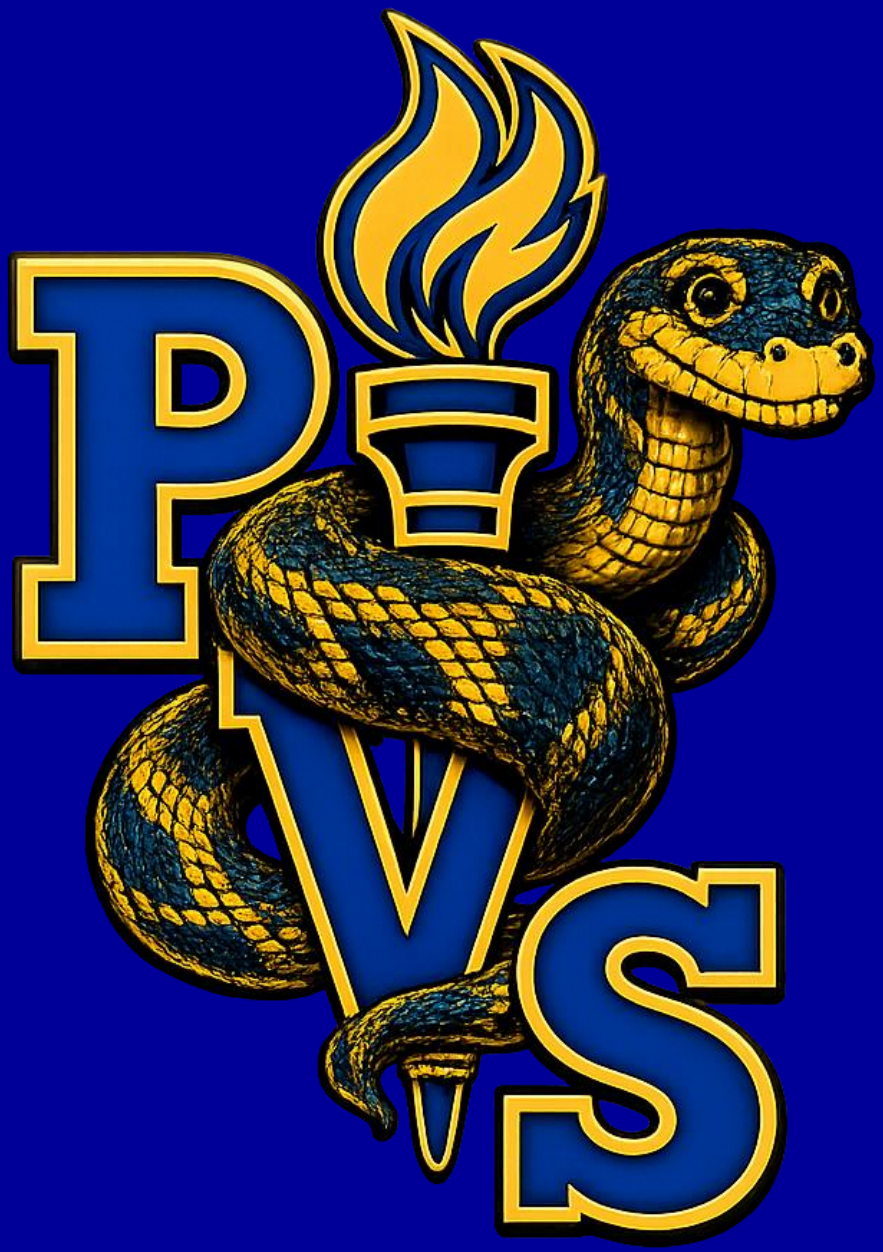
Students may provide their own transportation to school. Those students riding bikes should park them at the bike racks located by Building 16, the track, and the shell lot. Bikes are to be walked on campus. Skateboards, roller skates, etc. are not permitted.

VISITORS

ALL VISITORS MUST REPORT TO THE OFFICE to obtain a visitor's pass. To better protect our students, visitors are required to present a valid state issued ID. This ID is processed through our RAPTOR program which screens for registered sex offenders. Visitors are then issued a visitor's pass. We do not approve requests for students from other schools or friends to visit. Additionally, pets are not permitted on campus at any time, unless they are registered as a certified therapy or service dog.

VOLUNTEERS

We sincerely appreciate the thousands of hours volunteers give to our school and our students. All volunteers and chaperones must be approved by the Volunteer and Community Involvement Office before they are allowed to work with Pine View students. Volunteers must obtain clearance and complete the District's Volunteer Application.


PVS