ACADEMIC SOLUTIONS ACADEMY

PARENT/STUDENT HANDBOOK

2026-2027

ASA Administration

SCHOOL PLEDGE

I promise myself,
To be strong and focused,
So nothing can disrupt my mind.
I am here to learn!
At Academic Solutions Academy,
I am responsible to make a change to exercise my right to learn.
A Change in how I complete my school work,
A Change in my attitude for success,
And a Change in how I support my future endeavors.

I am here to learn!
I am in control of my own education,
And to obtain my high school diploma.
No One can make me want this.
When I encounter a difficulty,
I will use my resources,
To find a solution,
And overcome the challenge.
I will NOT accept failure because I am Phenomenal.
No one or nothing can hinder my success,
And I will respect the same right for others.

I am here to learn!
It is not my parents,
My job,
The economy
Or the weather, that dictate my performance;
I can no longer make excuses for my actions.
No matter what happened in the past,
TODAY, I am making the change to take control of my future.
I am here to learn!

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INTRODUCTION

Academic Solutions Academy (ASA) is a special place for students. We provide our students with a solid educational foundation paramount to the development of their intelligence. Our students have the opportunity to acquire the skills, abilities and attitudes needed to succeed in higher educational settings and beyond. We offer a nurturing and supportive environment, which enables each student to become self-confident, knowledgeable, cultured and effective communicators. Our innovative and comprehensive curriculum tailors its programs to an ever- changing world in order to prepare our students to become global citizens able to pursue career goals that will enrich their lives and benefit society as a whole.

Upon graduation, we expect our students to:

- ✓ **Enhance their marketability to any university in the world, including highly competitive US Colleges and Universities.**
- ✓ **Attain an understanding of the principles of moral reasoning, which promotes**
  - **integrity, honesty and a sense of fairness and justice.**
- ✓ **Acquire knowledge and skills to conduct research.**
- ✓ **Experience enjoyable, life-long learning opportunities.**
- ✓ **Obtain personal growth in the areas of higher learning, critical thinking, problem solving and innovative decision making.**
- ✓ **Gain confidence and an independent spirit to explore new roles, ideas and strategies.**
- ✓ **Improve strategic thinking to approach unfamiliar settings and situations with confidence.**
- ✓ **Develop a sense of personal commitment to action and service.**
- ✓ **Learn to respect the beliefs, values and traditions of individual diversity and global cultures with understanding and consideration of differing points of view.**
- ✓ **Increase multi-language proficiency.**
- ✓ **Explore creative mediums such as the performing arts, vocational and various career paths.**

We intend to prepare our students to become lifelong learners. All of our students can learn, earn money and obtain employability training while working towards obtaining a high school diploma!

ADMISSION INFORMATION

A. ENROLLMENT

1. Applications are accepted at any time of the year at Academic Solutions Academy (ASA).
2. Interested students must complete an ASA application and return it to the school. If the student has a copy of his/her transcripts, it should also be attached. In the application packet, the student and/or the parent/guardian will need to sign a "Request for the Records" form for previous schools attended. These records will verify credits, grades and placement.

3. An assessment test will be scheduled. At the time of the assessment, the student is required to submit documentation verifying his/her academic progress from their previous school i.e. academic program or a report card).

Enrollment Procedures

1. Upon submission of an application, the information is reviewed for admission. Proof of residence and age requirements are verified. At each phase of the admission process the intake personnel will communicate to each applicant.
2. Applicants will be provided with registration requirements. Documentation required by the school district is collected for review and verification. The following items are generally required for all students:
    - ✓ Authorization for request of cumulative folder
    - ✓ Proof of residence-current utility bill
    - ✓ Social security number (optional) or Florida Student Identification number (F.S.I.)
    - ✓ Birth certificate
    - ✓ Report card, transcript
    - ✓ Current immunization/medical history
    - ✓ When appropriate, ESE, ESOL/ELL, literacy folder, and any conduct/discipline

1. Once registration is completed, student will go through ASA's orientation process. This process last at least 2 days. After the orientation, the student will meet with an Academic Advisor and be assigned academic classes and session, based upon availability and student needs.
2. Please note that parents are encouraged to be involved in their child education and to attend all orientations, parent collaborative meetings as well as SAC meetings.

Preferences

In accordance with s.1002.33 (10) (d), F.S., Academic Solutions Academy will give admission preference to the following:

- ✓ Students residing within the County, F.S. 1002.33(10) (e)3
- ✓ Students who are siblings of a student enrolled in the charter school
- ✓ Students who are the children of an employee of ASA
- ✓ Students who are the children of members of the Governing Board
- ✓ Students who are the children of Active Duty military personnel

B. FEES

Students will incur an activity fee for field trips (prior to attending) and graduation fee upon completion of the program.

C. NON-DISCRIMINATION POLICY

Academic Solutions Academy (ASA) does not discriminate against any person, regardless of the person's religion, national origin, age, race, creed, color, disability, condition, sexual orientation, or gender.

STUDENT RESPONSIBILITIES

A. ATTENDANCE POLICY

All students at Academic Solutions Academy (ASA) are expected to attend their academic session and be on time. Regular attendance is important for achievement and success in school. Students are encouraged and expected to attend school daily. Students need to be in school at selected sessions. Students who are tardy must report to the main office for a pass to be admitted in class. Excused absences are defined below:

If a student must be absent from school, the student or the parent/guardian must contact the school at (954) 572-6600 on the day of the absence. Unexcused absences will impact the student as it is documented in the electronic attendance database. However, excused absences will not affect the overall attendance percentage.

Excused Absences

An excused absence or tardy may be granted if the student is not in school for any of the following reasons:

1. Medical appointment - submitted with appropriate verifiable documentation.
2. Under a doctor's care - with appropriate verifiable documentation.
3. Automotive difficulties – with proof of towing or repair shop receipt.
4. Scheduled road test for Driver License – submitted with appropriate verifiable documentation.
5. Employment that cannot be conducted outside of school hours.
    a. Must submit appropriate verifiable documentation from supervisor.
    b. Employment must be an obvious conflict with school hours

6. Death of an immediate family member – must submit appropriate verifiable documentation.
7. Personal illness – with appropriate verifiable documentation.
8. Court appointment – with appropriate verifiable documentation.
9. Other appointments that cannot be scheduled outside of school hours. Examples may include appointments with caseworkers, probation, etc.
10. Other absences as deemed appropriate by, and at the sole discretion of the Administrator.

Excused absences, with the appropriate verifiable documentation, will not count against the average attendance percentage. Additionally, any prolonged absence due to illness or other documented reason, will also be excused.

A. TARDY POLICY & UNEXCUSED ABSENCES

An unexcused absence may be granted for any of the following reasons:

1. Any absence that is not excused.
2. Any absence where the students fails to provide appropriate verifiable documentation.
    a) Students should have written documentation in-hand for absences on the first day upon returning to school.
3. Leaving school early without proper authorization.
4. All tardies not called in by the parent is unexcused. Three unexcused tardies to school or to class will result in disciplinary sanctions.

For security reasons, the doors at Academic Solutions Academy (ASA) will remain locked at all times.
All parents and visitors must report to the main office in order to access the school.

B. DRESS CODE

Every student in attendance shall wear a school uniform and ID badge. All school approved clothing i.e., tops and jackets can be ordered or purchased from Academic Solutions Academy for your convenience. "Customize that LLC!!" in Delray Beach are the official uniform vendors.

Belts must be worn with all bottoms that have belt loops. All bottoms must be worn at the waist (not below). All shirts must be neatly tucked into bottoms at all times. **Students must wear their ID badge on a lanyard at all times while on campus and on the bus.** Lost badges must be replaced. ID badge replacements **costs $5.00** Students who violate the uniform policy will be sent to the front office and remain there until a parent/guardian brings a proper uniform for the student.

Student uniforms are as follows (**students must wear uniforms which are correctly and appropriately sized for the student or they will be considered out of uniform)**:

- ✓ **Tops**: Official Uniform Shirts with official embroidered school logo
- ✓ **Bottoms (Girls)**: Black trouser pants
- ✓ **Bottoms (Boys):** Black trouser pants

- ✓ **Shoes**: Closed Toe/full coverage comfortable shoes and socks (no slides, heelies, skates, crocks, Uggs etc. are to be worn/brought to school).
- ✓ **Cold Weather Days**: Student can wear a long sleeve shirt under their official uniform shirt or purchase a school sweatshirt from Academic Solutions Academy. No Hoodies are permitted on campus.

Students may not wear the following:

- Jeans/Denim shorts, skirts, pants and jackets.
- Leggings, Capri Pants, Sweat Pants, Skirts or Shorts shorter than 3 inches above the knee
- Shirts, Sweaters or Jackets with a logo other than official school logo.
- Sandals, shoes which do not contain a back, shoes containing pop-out rollers, heelies, lights or sounds.
- Visible body piercing other than on ears (boys may **NOT** wear earrings or gold teeth)
- Jewelry worn outside clothing - the following earrings are acceptable: small post earrings,
- Small hoops not to exceed 1/4 inch (girls only).

In addition, parents will be called to pick-up their child if they are not in compliance with the uniform policy and any other apparel which administration deems inappropriate.

***Violations of the school uniform policy are explained in the Parent and Student Handbook which is posted on the school web-site. I have read Academic Solutions Academy's School Uniform Policy and agree that my child will comply with the uniform code as posted on the school web-site (which policy may be updated without notification*)**

Students not dressed appropriately, as outlined below, will be sent home, depending on the nature of the dress code infraction. *

For all Students:

- ✓ No hats, caps, sunglasses, bandanas, bandana style headbands or facial piercing/gold teeth are allowed in the school.
- ✓ No cell phones, I-pods, I-pads, MP3 players, games, smart watches, blue tooth headphones, radios or all other electronic devices are permitted in the classroom.
- ✓ No backpacks will be permitted in the school. Girls can bring a **small clear** clutch size bag/purse to hold personal products.
- ✓ No Lunchboxes permitted. Lunch may be brought in a clear zip lock bag and stored at front.
- ✓ Each student must maintain a neat, clean, and professional appearance at all times.
- ✓ Shirts must be tucked into pants.
- ✓ Pants **MUST** be at waist with belt

Acceptable attire for **male students**:

- ✓ ASA Black trousers pants
- ✓ ASA purchased Polo shirt with logo and Oxford (as scheduled on calendar).
- ✓ Closed shoes.

Acceptable attire for **female students**:

- ✓ ASA Black trousers pants.
- ✓ ASA purchased Polo shirt with logo and Oxford (as scheduled on calendar).
- ✓ Closed shoes

Students not conforming to the dress code will be sent to the front office and remain there until a parent/guardian brings a proper uniform for the student.

*** Speak to school administration should you have any issues regarding school uniform so arrangements can be made to accommodate the student's needs.**

C. CODE OF CONDUCT

Academic Solutions Academy recognizes that a positive learning environment cannot exist without maintaining order and discipline conducive to learning. Broward County School's Code of Conduct is intended to standardize procedures to ensure that the rights of every student at the school are upheld.
All students at the school are required to ***know*** and ***follow*** Broward County Schools' Code of Conduct. When students do not follow the rules, they are expected to accept the consequences. A student's attitude towards these rules is very important.
Corporal punishment is not permitted. No employee shall threaten, inflict or cause to be inflicted unreasonable, irrational, or inappropriate force upon a student. Good sense and judgment should always prevail.

The rules of the Code of Conduct apply to any conduct whether the student is:

1. On School grounds during the school day or immediately before or after school hours;
2. On school grounds at any other time when the school is being used by a school group;
3. On or off school grounds at any school activity, function, or event; or
4. Traveling to and from school, including actions on any school bus, van or
5. Public conveyance.

Under this Code of Conduct, the following definitions will apply:

Student: a person-adult (18 years old) or minor-enrolled in ASA.

Parent: (a) an official caregiver of a minor child, including but not limited to mother, father, step-parent, grandparent, or court-appointed guardian, including DHS workers and /or group home employees as identified at the time of admission or amended in writing thereafter, or an emancipated minor (proof required);

(b) for young adult student aged 18-21, parent or guardian with whom the student currently resides;

(c) for married and independent adult, students aged 18-21.

When students do not follow the rules and expectations outlined in the Code of Student Conduct policy, one or more of the following actions may be taken until the problem is resolved. Refer to Page 56-58 in the Student Code of Conduct Section IX Interventions and/or Consequences:

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Possible Interventions and/or Consequences of Misbehavior

The School will make every reasonable effort to correct student misbehavior through school-based resources at the lowest possible level, and to support students in learning the skills necessary to enhance a positive school environment and avoid negative behavior. The vast majority of disciplinary issues should be addressed at the classroom level by teachers. Additionally, students exhibiting serious or chronic behavior issues will be referred to the school's Collaborative Problem Solving Team (CPST) for the development of multi-tiered interventions to address targeted behavior problems. For an overview of the Collaborative Problem Solving and Response to Intervention (CPS/RtI) process, see the following link or speak to administration: https://www.browardschools.com/Page/32437;
Pursuant to F.S. §1006.08 and F.S. §1003.31, students who commit violent or disruptive behaviors that may pose a threat to the safety of school staff or students shall be assigned to an alternative educational program or referred to mental health services identified by the school district. Pursuant to F.S. §1006.07(7), referral to mental health services shall be in consultation with the threat assessment team.

In all instances, school discipline should be reasonable, timely, fair, age-appropriate, and should match the severity of the student's misbehavior. Any disciplinary or prosecutorial action taken against a student who violates this policy must be based on particular circumstances of the student's misconduct.

It will not be necessary to use each consequence or to use consequences in the order listed below. However, as provided in the Discipline Matrix, certain rule violations do require specific consequences. The District's Discipline Matrix is attached and also available on the District's website at: https://www.browardschools.com/codeofconduct;. • Guidance Counselor intervention • Social Worker intervention • Family Counselor intervention • Timeout for students • Teacher/student conference, including record review • Disciplinary action initiated by teacher • Restitution, work detail, etc. • Before or after school detention (parent responsible for transportation). • Saturday School (parent responsible for transportation) • Referral to administrator • School/parent contact • School/parent conference • Conflict mediation • Alternative probationary contract • Confiscation • Principal involvement • Guidance/administration referral to school Social Worker • Removal from class by teacher • Suspension from the bus. Students must attend school and the parent(s) must provide transportation

For Secondary Only, warning, notification, or towing for motor vehicle violations:
a. First offense: Warning b. Second offense: Parent notification c. Third offense: Tow vehicle
Administrative referral to student services, outside agencies, counseling programs, alternative education programs, and/or placement in other special programs, such as a state-licensed drug rehabilitation program

Out-of-school suspension from classes and all school activities in accordance with SB Policy 5006. This policy outlines the violations and the procedures for out-of-school suspension and expulsion. You may view the complete suspension/expulsion policy and all School Board policies on the Web at: http://www.broward.k12.fl.us/sbbcpolicies/;

Recommendation for expulsion in accordance with SB Policy 5006
Referral to Special Investigative Unit/police

Full restitution by parent(s) for damage done by student in accordance with SB Policy 2303. This policy presents the School Board's position on financial responsibility for children's acts. You may view this complete policy and all School board policies on the web at: http://www.broward.k12.fl.us/sbbcpolicies/.

Consequences of Serious Misbehavior Leading to Suspension and/or Expulsion
(Sections II-V of SB Policy 5006: Discipline Policy: Suspensions and/or Expulsion)

The Code also includes provisions for action that MUST be taken if there are serious problems involving weapons, drugs (including alcohol), mood-altering substances, steroids, and criminal acts. Specific action, outlined in SB Policy 5006, will be taken as a result of these violations. However, if the principal determines that the student used an instrument or object in self-defense, the student may not be suspended or expelled. Self-defense is an attempt to "prevent" an attack or a threatened injury or to stop the process of confrontation. It is not self-defense when the student uses an instrument/object to become an aggressor or to continue the confrontation after the original aggressor has retreated.

SB Policy 5006 outlines all the violations that result in out-of-school suspension and expulsion and/or the consequences. You may view the complete suspension/expulsion policy and all School Board policies on the Web at: http://www.broward.k12. fl.us/sbbcpolicies;

All violations under SB Policy 5006 will involve the following steps: • Principal involvement • Immediate parent contact
Suspension from school grounds, all classes, and all school activities • Referral to Special Investigative Unit and police, as specified in Policy 5006, Section VI

OUT-OF-SCHOOL SUSPENSION:

When, by the school's administration, a student is removed from school and school-related activities on or off school grounds.

EXPULSION:

When, by action of the School Board, a student is removed from school and school-related activities on or off school grounds.

ZERO TOLERANCE:

Pursuant to F.S. §1006.13, District school boards shall promote a safe and supportive learning environment in schools by protecting students and staff from conduct that poses a serious threat to school safety. A threat

assessment team may use alternatives to expulsion or referral to law enforcement agencies to address disruptive behavior through restitution, civil citation, teen court, neighborhood restorative justice, or similar programs. Zero-tolerance policies may not be rigorously applied to petty acts of misconduct and misdemeanors, including, but not limited to, minor fights or disturbances. Zero-tolerance policies must apply equally to all students regardless of their economic status, race, or disability.

The threat assessment team shall consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, which would pose a threat to school safety.

Zero-tolerance policies do not require the reporting of petty acts of misconduct and misdemeanors to a law enforcement agency, including, but not limited to, disorderly conduct, simple assault or battery, affray, theft of less than $300, trespassing, and vandalism of less than $1,000. However, if a student commits more than one misdemeanor, the threat assessment team must consult with law enforcement to determine if the act should be reported to law enforcement.

Note: A threat assessment team may use alternatives to expulsion or referral to law enforcement agencies unless the use of such alternatives will pose a threat to school safety.

D. RIGHT TO APPEAL AND GRIEVANCE PROCEDURES

RIGHT TO AN APPEAL:

There may be times when students believe they have been unfairly penalized. Most problems can be solved if students speak with the teacher or staff member who was involved. If students feel uncomfortable with this person, they may request a conference with the next level of authority. Students may also request the presence of a third party, such as a counselor, assistant principal, other staff person, translator, interpreter, or attorney. Parents also have the right to be included.

If talking things over does not solve the problem, the following steps may be taken:

1. A written statement must be presented to the principal within five (5) school days after the last conference. The statement must tell what happened, when it happened, who was involved, and how the student would like the problem resolved. A copy of the statement should be filed and maintained as an educational record. The principal or the administrator with the most knowledge of the incident has 5 school days to respond in writing.

2. If the problem still has not been resolved within five (5) school days from receipt of the school's written response, the student/parent(s) may request in writing, an appointment with the Director/designee of the Office of Service Quality. The letter asking for the appointment must include a copy of the first written statement and the school's response, if one was received.

In the case of Charter Schools: If the problem has not been resolved within five (5) school days from receipt of the school's written response, the charter school student/parent(s) may request, in writing, a meeting with the Governing Board.

E. CHANGE OF PERSONAL CONTACT INFORMATION

It is the parents and student's responsibility to inform Academic Solutions Academy of any change of address or telephone number. Any other relevant information must also be updated in the office as soon as possible.

ACADEMICS

A. THE CURRICULUM

Academic Solutions Academy (ASA) provides students with an education that is aligned with Florida Standards and the Florida Standard Assessments. Student will be provided an environment that creates new knowledge through building on existing knowledge. Students will receive small group instruction, whole group instruction, individual one-to-one instruction, and career exploration. Students will be prepared and encouraged to pursue higher education by teaching them how to learn, change, and grow. Utilizing technology and life management skills will play a pivotal role in this development. Students will be empowered to seek out career opportunities and training. Students will learn they can accept challenges but achieve their goals through hard work and dedication.

Studies have revealed that the use of several computer-based curriculums can help students, especially those with varying learning styles, to procure learning gains. Therefore, ASA will utilize several computer- based curriculums to help students become successful.

The following will be utilized: Edgenuity, E-Dynamics, Power School, Power Teacher, Rewards, Rewards Science, Rewards Social Studies, Read-180, Math 180, Saavas and Naviance. Some of the methodologies below will be used to prepare students for success.

- ✓ Align to state and national standards.
- ✓ Increase student options to fulfill high school graduation requirements.
- ✓ Provide rigor and support for all learning needs.
- ✓ Use current digital media to engage students.
- ✓ Create an alternative learning environment for students who don't thrive in a traditional classroom.
- ✓ Allow students to overcome the one-size-fits-all pace of most schools.
- ✓ Prepare students for college, work, and life.

Edgenuity is a new option for students who need to recover credits from classes that they have failed. What makes this program unique is that it is a digital curriculum that will allow students the flexibility to earn credits.

The benefits of Edgenuity over traditional credit recovery are:

- ✓ Students can work at their own pace.
- ✓ Students can review lessons they don't understand on an as needed basis.
- ✓ Students can speed through lessons they already understand.
- ✓ Students can recover multiple classes during one semester.
- ✓ Student can finish their class in several weeks.

Information for Students

Attendance/Participation

Attendance is just as important in your Edgenuity portal as it is in the classroom. Students are expected to attend all scheduled class meetings. Failure to attend class regularly may result in removal from the Edgenuity program.

Participation in Edgenuity is not the same as in a traditional class. In Edgenuity, participation means that the student is logging into his/her course and making progress. Failure to participate in 14 calendar days results in the Edgenuity system removing the student. This type of removal, removes the student's ability to log in and access their academic accounts until contact is made with the teacher. The teacher may then reactivate the student account and restore student work.

Grading

Edgenuity uses an educational model known as Mastery Based Learning. This means that the student must demonstrate mastery of each topic in the course in order to pass. Most Public Schools have decided that mastery is demonstrated at 80% and above. This means that in Edgenuity any score below 80% is not considered passing. Unlike a traditional classroom, students who do not achieve mastery on a topic are expected to return to the topic and study until mastery is achieved. One benefit to this system is that every student who finishes a class will receive the higher grades on their transcript.

Progress

One of the major differences between Edgenuity and the traditional classroom is that progress is student driven, not teacher driven. This means that it is the responsibility of the student to ensure he/she is keeping up a pace that allows the class to be finished by the end of the school year. One way the program will help students stay on track is by assigning due dates to all assignments within the course.

Due dates will be visible on every student course dashboard

Student progress will be reported in the Parent Portal which will reflect grades on completed assignments. Grades in the Parent Portal will reflect the percentage of assignments completed that are due. For example, let's say a student has a total of 10 assignments that were due before today. If that student has completed 8 of those assignments, his/her progress grade that week would be 80%. The grades that are reported in the Parent Portal are to track current progress ONLY.

These grades will not appear on student transcripts. The only grade that will appear on the transcript is the final Edgenuity course grade (when the course is completed and passed).

Course Completion

In order to complete a Edgenuity course, ALL assignments MUST BE COMPLETED with a grade of 80% or higher, Notes/Guided Notes turned in, a minimum of 40 hours online and 20 hours direct instruction. This means that a student cannot receive a final grade for the course until he/she has finished each assignment with a grade of 80% or more, turned in notebook/notes and the time spent in the class must be of minimum. Students are allowed to return to any assignment that has not been passed and work on that assignment until it is passed. Once a course is complete, the student will receive the final grade earned in the Edgenuity system. That grade will be entered on the student's transcript as the recovered course name.

Completing Assignments

Each time a student begins a lesson; he/she should locate the lesson's Objectives and write it in their notebook. This is an outline for the lesson that the student will learn. Students should take notes on each concept and complete the review while reading the lesson material. It is also a good idea to take additional notes while reading the material because not all questions on the assessment will be on the study guides. Once the student feels comfortable with the material, he/she may complete the assignment.

Most courses can be completed within weeks; these include:

- ✓ Quizzes/Notebooks,
- ✓ Semester Project/Presentation,
- ✓ Journals/Discussions,
- ✓ Post Tests (Mandatory to be completed in School).

Reattempting Failed Assignments

If a student has trouble earning a passing scores on a quiz/post-test in Edgenuity, the teacher will assist as follows and ensure students follow these directions:

1. Return to the lesson covered by the failed assignment.
2. Ensure the lesson's "Study Sheet" is completed and correct.
3. View responses to the assignment.
4. For each response that is incorrect or labelled "Second Attempt" the student should redo. (The system will not allow the same question to be given more than one time, so the questions will always be different. However, the questions always cover the same topics).
5. For each missed topic, the student should take at least a paragraph of notes.
6. Show the study sheets and notes to their teacher and attend MINI LESSON Direct Instruction related to content. Then teacher will let student have another attempt at the assignment.

Teacher will utilize a blended approach to ensure that students reach their academic goals. Direct teacher instruction lessons will be based on reports from Edgenuity progress. Student will be grouped according to content and given instruction based on deficiencies from their lesson. Direct Instruction will take place for students participating in an EOC or FSA course. This form of instruction is mandatory and will ensure that the student is prepared to pass the exam.

B. ACADEMIC SESSIONS

There are 2 semesters: the first one begins in August and the second semester will end around the first week of June. However, students have two academic sessions to choose from.

(7:00 A.M. to 12:00 P.M.) - (12:00 P.M. to 5 P.M.)

C. GRADING

Each student is required to complete his or her coursework. Students must receive 80% or better in order to pass.

Each student is also required to keep a portfolio of his/her accomplishments. The portfolio is reviewed by the school's Graduation Committee, Administrator, and the Board of Trustees before the student is deemed ready for graduation.

Grading Periods:

Student will:

- ✓ Take quizzes or tests, daily, weekly or monthly,
- ✓ Receive 1 progress report each five weeks,

- ✓ Receive 1 progress report card every nine weeks,
- ✓ Have in their personal file Prescribe Instructional Plan.

Grades:
Grades will be noted numerically in a scale of 0-100. It will be recorded in your child's report card in numbers and letters

Weekly grade:

Student will be graded Daily. This note will include:
- ✓ Edgenuity Learning: 50%
- ✓ Direct Instruction: 40%
- ✓ Project 10%

Quarterly grade:

- ✓ Average of the weekly grade.
- ✓ Average of the monthly tests.

Final Grade:

- ✓ Average of the marking periods and class project.

Homework:

Homework will be given according to each student's Prescribe Instruction Plan (PIP). Homework will be individualized to help student get caught up on their work. All incomplete homework will affect 30% of the weekly grade. All students are encouraged to log into the Digital Curriculum (Edgenuity) to take notes on the next lesson or complete quizzes at home.

D. CONFERENCES/OPEN HOUSE

Process for Scheduling Parent Conferences

1. Parents can contact the front office to schedule a parent/teacher conference.
2. Scheduling of 15 minute sessions is available to all parents.
3. Translators will be available if needed.
4. School will telephone parents to remind them of appointments.

These are held once a week between 4:00 p.m. – 5:00 p.m. Teaching/administrative staff at ASA will call to invite you to a parent/teacher conference with your child's teachers. Additionally, if you prefer, you can call in and make an appointment during the specified times. These meetings are held for the purpose of increasing your understanding of the progress your child is making.

1. The school will contact parents to schedule conference.
2. Send home reminders one week before the conferences.
3. Phone calls/email to parent's days before the meeting.
4. Contact parents who do not show up and try to reschedule.

We will have an open house each year to give parents the opportunity to meet with their teachers/staff. Conferences are strongly encouraged throughout the year and again, should parents need to meet a teacher, they need to request a conference.

E. TRANSFERRING CREDITS

Students' credits from former high schools are transferable to ASA.
A "Request for Records" will be sent to the student's school. If a student has an official transcript, it is recommended that he/she attach it to the initial application or submit it to the main office as soon as practicable after completing the application.
All credits will be validated pursuant of the School Boards Procedures.
*Note: An official transcript must have a raised seal. ASA **must** provide an Official transcript in order for the student to graduate.*

F. HIGH SCHOOL PROGRESSION PLAN

POLICY 6000.1: STUDENT PROGRESSION PLAN
MISSION STATEMENT: BROWARD COUNTY PUBLIC SCHOOLS IS COMMITTED TO EDUCATING ALL STUDENTS TO REACH THEIR HIGHEST POTENTIAL. THIS POLICY AND RELATED POLICIES THAT ARE REFERENCED INT HIS POLICY CONSTITUTE THE STUDENT PROGRESSION PLAN FOR THE DISTRICT. THE PURPOSE OF THE STUDENT PROGRESSION PLAN IS TO ESTABLISH THE STANDARDS FOR QUALITY INSTRUCTION, DELINEATE THE CRITERIA FOR PROMOTION, AND PROVIDE EQUAL EDUCATIONAL OPPORTUNITIES TO ALL STUDENTS AND ENSURE ALL STUDENTS ARE COLLEGE AND CAREER READY UPON GRADUATION. POLICY 6000.1 Rev 08/08/17

HIGH SCHOOL PROMOTION

1. Grade designation for high school students will be determined as:

a) Following promotion from 8th grade, the student shall be placed in 9th grade, which will designate their cohort.
b) Following completion of one year designated as 9th grader, the student will be designated a 10th grader.
c) Following completion of one year designated as a 10th grader, the student will be designated as an 11th grader.
d) Following completion of one year designated as an 11th grader, the student will be designated as a 12th grader.
e) Students enrolled in and attending the Alternative Secondary Schools including Department of Juvenile Justice (DJJ) programs, participate in a "performance-based" educational setting. Students demonstrate credit completion at the point they finish the course requirements. Grade designation is determined in the same manner as indicated above.

PROGRESS MONITORING PLAN REMEDIATION PROCESS – BCPBS POLICY 6000.1

1. Assessment Support:

a) Each student including those with disabilities who does not achieve Level 3 or above on the statewide, standardized English Language Arts and/or mathematics assessment, or the Algebra 1 EOC assessment, must be evaluated to determine the nature of the student's difficulty, the areas of academic need, and strategies for providing academic supports to improve the student's performance.

b) A student who is not meeting school district or state requirements for satisfactory performance in English Language Arts and mathematics must be covered by one of the following plans:
    i) A federally required student plan, such as an Individual Educational Plan (IEP)
    ii) An individualized progress monitoring plan:
    iii) Or both, as necessary

2. Specific PMP Reading Requirements:

a) Not applicable for High School Students

b) A school may not wait for a student to receive a failing grade at the end of a grading period to identify the student as having a substantial reading deficiency and initiate Intensive reading interventions (F.S.1008.25(5)(a)).

c) The student's reading proficiency must be monitored and the intensive
    i) interventions must continue until the student demonstrates grade level
    ii) proficiency in a manner determined by the district, which may include
    iii) achieving a Level 3 on the statewide, standardized English Language Arts
    iv) assessment (F.S. 1008.25(5)(a)).

d) Research-based instructional activities that have been shown to be
    i) successful with low-performing students will be used.

3. Specific PMP Mathematics Requirements:

a) Not Applicable for High School Students.

b) The teacher must develop and implement, in consultation with the student's parent, a PMP in mathematics to assist the student in meeting State and District expectations for proficiency (F.S. 1008.25(4)(b)).

c) Schools must provide frequent monitoring of student progress.

d) Research-based mathematics activities that have been shown to be successful in teaching mathematics to low-performing students will be implemented.

4. Multi-Tiered System of Supports (MTSS)/Response to Intervention (RtI)

a) All classrooms will utilize a data-based problem solving process designed to develop, implement, and evaluate a coordinated continuum of evidence based instruction and intervention practices to meet the differentiated needs of all students. The District's Multi-Tiered System of Supports (MTSS)/Response to Intervention/Instruction (RtI) model guides the implementation of a tiered approach to instruction.
b) During Tier 1 (universal core instruction), all students are provided a daily, minimal 90-minute reading block of literacy/language arts instruction.

c) Strategic intervention instruction (Tier 2) and intensive intervention instruction (Tier 3) provide students with additional or more intensive instruction than what they have been receiving during their initial reading block. This immediate intensive intervention may include increasing the frequency of daily, small group differentiated instruction, intensifying the focus and/or format of instruction, and/or decreasing the size of the instructional small group.

d) To assist those students in becoming successful readers, able to read at or above grade level, and ready for promotion to the next grade level, the intensive intervention for students retained in third grade will include:
    i) Effective instructional practices,
    ii) Participation in the summer reading camp, and
    iii) Appropriate teaching methodologies (F.S. 1008.25(7)).

e) Opportunities for extended learning for students with academic deficiencies may be offered during the school day, as well as, beyond the school day. Extended learning opportunities will be determined on an annual basis.

HIGH SCHOOL EXTENDED LEARNING OPPORTUNITIES

a) Opportunities for extended learning for students with academic deficiencies may be offered during the school day as well as beyond the school day.

b) Extended learning opportunities will be determined on an annual basis.

Semester Grades
At the high school level, credit is granted on the semester basis. One-half credit is given for passing a semester's work in a course. The semester grade for each course is determined by totaling the points earned in both quarter grading periods and the points earned on the semester examination.

Forgiveness Rule:

a) For middle grades students entering the ninth grade, forgiveness for required courses shall be limited to replacing a grade of "C," "D," or "F" or "I" with a grade of "C" or higher, earned subsequently in the same or comparable course.

b) Forgiveness for elective courses shall be limited to replacing a grade of "C", "D", "F," or "I" with a grade of "C" or higher earned subsequently in another course (F.S. 1003.43).

c) In all cases of grade forgiveness, only the new grade shall be used in the calculation of the student's GPA; however, all forgiven courses and grades must be included on a student's transcript as an accurate reflection of a student's record of achievement.

The authority for the School Board to adopt a forgiveness policy does not provide authority to alter a student record or to delete the forgiven course and grade (F.A.C. 6A-1.0955(3)(a)(7) and F.S. 1003.428(4)(d)). – ***Revised 08/08/17***

HIGH SCHOOL GRADUATION REQUIREMENTS

Please refer the high school graduation requirements according to the year your student entered into 9th grade. Your student will need to meet the minimum requirements for his/her cohort. Please check with the Guidance Counselor for your students' cohort requirements.

Standard Diploma Requirements

Academic: Advis◆m◆nt-Whe1t Stud◆nts ,ind P11rnnts NE'E'd **to Know**

1Mlat are thedplomaoptiond

Students must 5U=es.sfully complete one of the following diploma options:

- 24-credit standard diploma
- 18-credit Academically Challenging Curuioi.dum t□ Enhance Leaming {A.CCEU
- Career and Technical 5d\.JGatJion (CTEI Pathway
- Advanced! lntematJonal CertJficate of 5duca1Jion {A.ICE) currioulum
- International Baccalaureate (IB}lliploma curnc:ulum

v.1wtffll 1Mftete,◆◆◆

Students must pas.s the followm9 statewide assessments:

- Grade 10 Engl,st, Language Arts◆El.A) or a concordant score
- A!lgebra 1 endl of course (EOQ or a comparablle score

Refer to Graduation Reguirements for Florida's StatMde Assessments for concordant andl camparalJlo'e SiCores.

S11udents enrolled **m** tiie **fdllowing** courses muiS-t parbcipate in the c□rrespondm.9 EOC assessment, wl-tid, constitutes 30 percent of tiie **final** course grade•:

- A!lgebra 1
- Geometry
- B1□logy 1
- U.S. History

+special note: Tiurty percent not applicable if not enrolled!**m.** the course but passed lihe EOC (credit acceleration program [CAIP]).

What ii the dffeNnee betwNn the 1a-a.dit ACCEL option andthe ,24-aecltqption?

- 3 elective credits instead of 8
- Pnys,cal Education is not required
- Online course is not requ red

'Mietls1hed◆lbetween1:heCl1K◆ ◆ andth. 24!-ai.c:ft◆

- At least 18 creel ts are required!
- 4 elective credits instead of 8
  - o 2 credits in CTE courses., mus resuh m completJ□n and industry certificatJ□n
  - o 2 credits in work-based leamm.9 programs or up to 2 elective credits inch.ocling fmanaal literacy
- Physical Education is not requiJEdl
- Fme and Pe.rfunmng Arts., Speech andl Debate, or Practical Arts is not required
- Online course is not requ red

24 credit 5tMdud Diploma

4Creditl!BA

- E:LA 1, 2, 3, 4
- ELA honors, Ad1ranced Placement **(AP},** AtOE, IIB and dual enrollment courses may satisfythis requirement

4 Credits Matti.natrcs•

- One of m,ch must b,e A!lgebra l and one of m,ch must be Geometry
- lndUiS-try CertificatJ□ns ti,at lead to college oredit *may* subsliiruite f□r up t□ tw□ ma tiiematics credrts (except for Algebra 1 and Geome1ry}
- An iden11ilied computer science CJredit may subsliitUJtefo.r up t□ ane mailiematic:scredit (except for Algebra 1 andl Geome1ryl

3 Credits Science

- One ofm,ch must be Biology 1, two ofwhimmu5t be equally ngorous science courses
- Two of the tiiree required course acdits must have a laboratory component
- Industry CertificatJ□ns that lead to college oredit *may* subsliituil:e ror up to one science credit (except for B,alogy 1}
- An identified! computer soence credrt: may subsliituil:efo.r up t□ ane soence oredit (except for B1□logy 1}

3 Credits Sodal Studies

- 1 CJreelit in World H'.isro.ry
- 1 CJredit in U.S. Hisrory
- 0.5 creel tin U.S. Government
- 0.5 creel

1 Cl'!dit Rn. and !'11'forming Arts S?Nd, ai, Debate, or Pm.tic.al Am•

1 Credit Ph)l!ieal Education*

- T□ includle the integration of 1-teald,

8 Bedlve Ctadim

1 Onnn• Co111rw

St1Jdents m1Jst earn a 2.0 grade point average {GPA) on a 4.0 9=ale for all cohort years and p@s□ statewide standardized assessments unless a waive, of assessment ,esults is g1anted lly the IEP team for students with d1◆ab,l,t1es

Eligible courses are spedfied 111 tiie Florida C-01.1rse Code **Direct:□cy**

A campul:er s.tJience credit may not be used to substm.ite f□r both a mathematics and s.tJience credrL

Scholar Diploma Designation

In addition to the requirements of section (s.) 1003.4282, Florida Statutes (F.S.), a student must satisfy the following requirements (per. s. 1003.4285, F.S.):

- Earn 1 credit in Algebra 2 or an equally rigorous course
- Pass the Geometry EOC
- Earn 1 credit in Statistics or an equally rigorous mathematics course
- Pass the Biology 1 EOC*
- Earn 1 credit in Chemistry or Physics
- Earn 1 credit in a course equally rigorous to Chemistry or Physics
- Pass the U.S. History EOC*
- Earn 2 credits in the same World Language
- Earn at least 1 credit in an AP, IB, AICE or a dual enrollment course

*A student is exempt from the Biology 1 or U.S. History EOC assessment if the student is enrolled in an AP, IB or AICE Biology 1 or U.S. History course; takes the respective AP, IB or AICE assessment; and earns the minimum score to earn college credit.

Merit Diploma Designation

- Meet the standard high school diploma requirements
- Attain one or more industry certifications from the list established (per s. 1003.492, F.S.)

What are the additional graduation options for students with disabilities ?

Two additional options are available only to students with disabilities. Both allow students to substitute a CTE course with related content for one credit in ELA 4, mathematics, science and social studies (excluding Algebra 1, Geometry, Biology 1 and U.S. History). The two options are as follows:

- Students with significant cognitive disabilities may earn credits via access courses and be assessed via an alternate assessment.
- Students who choose the academic and employment option must earn at least 0.5 credit via paid employment.

What is the CAP?

The CAP allows a student to earn high school credit if the student passes an AP examination, a College Level Examination Program (CLEP) or a statewide course assessment without enrollment in the course. The courses include:

- Algebra 1
- Biology 1
- Geometry
- U.S. History

State University System (SUS)

Admission into Florida's public universities is competitive. Prospective students should complete a rigorous course of study in high school and apply to more than one university to increase their chance for acceptance. To qualify to enter one of Florida's public universities, a first-time-in-college student must meet the following minimum requirements (credit earned by industry certification does not count for SUS admission):

- High school graduation with a standard diploma, a minimum of a 2.5 GPA, and admission test scores meeting minimum college-ready test scores per Board of Governors (BOG) Regulation 6.008
- 16 credits of approved college preparatory academic courses per BOG Regulation 6.002
- 4 English (3 with substantial writing)
- 4 Mathematics (Algebra 1 level and above)
- 3 Natural Science (2 with substantial lab)
- 3 Social Science
- 2 World Language (sequential, in the same language or other equivalents)
- 2 approved electives

State University System of Florida

The Florida College System

The 28 colleges of the Florida College System serve nearly 800,000 students. Colleges offer affordable and stackable workforce credentials including certificate programs, associate in science degrees and associate in arts degrees, which transfer to a bachelor's degree program. Many colleges also offer workforce bachelor's degree programs in areas of high demand. All Florida College System institutions have open-door admissions for students who earned a standard high school diploma or an equivalent diploma or successfully earned college credit.

Florida College System

Career and Technical Colleges and Centers

Florida also offers students 49 accredited career and technical colleges or centers throughout the state, which provide the education and certification necessary to work in a particular career or technical field. Programs are flexible for students and provide industry-specific education and training for a wide variety of occupations.

Career and Technical Education Directors

Where is information on financial aid located?

The Florida Department of Education's Office of Student Financial Assistance administers a variety of postsecondary educational state-funded grants and scholarships.

Office of Student Financial Assistance

As of 2025, there is no longer an option to graduate with a Certificate of Completion. All graduation requirements must be met to earn a diploma

Graduation Test Requirements for Students who started 9th grade in the **2017-18 School Year or Prior**				
FSA ELA			**Algebra 1 EOC**	
Test	**Minimum Score Needed**		**Test**	**Minimum Score Needed**
FSA ELA	3		Algebra EOC	Level 3
SAT EBRW	430		Geometry EOC	Level 3
SAT Reading	24		PERT	97
ACT Reading	19		SAT Math	420
ACT Average of Reading & English Section	17.5 or higher		PSAT NMSQT (grade 10 or higher test)	430
			ACT Math	16

Graduation Test Requirements for Students who started 9th grade in the **2018-19 School Year or After**				
FSA ELA			**Algebra 1 EOC**	
Test	**Minimum Score Needed**		**Test**	**Minimum Score Needed**
FSA ELA	3		Algebra EOC	Level 3
SAT EBRW	480		Geometry EOC	Level 3
ACT Average of Reading & English Section	17.5 or higher		SAT Math	420
			PSAT NMSQT(grade 10 or higher test)	430
			ACT Math	16
*SAT Reading Subscore no longer available for this cohort of students. *ACT Reading (19) no longer available for this cohort of students.			* PERT No longer available as a concordant for this cohort of students.	

Graduation Test Requirements for Students who started 9th &10th grade in the **2022-23 School Year or After**				
FSA ELA			**Algebra 1 EOC**	
Test	**Minimum Score Needed**		**Test**	**Minimum Score Needed**
F.A.S.T	3		Algebra EOC	Level 3
SAT EBRW	480		Geometry EOC	Level 3
ACT Average of Reading & English Section	17.5 or higher		SAT Math	420
*SAT Reading Subscore no longer available for this cohort of students.	*ACT Reading (19) no longer available for this cohort of students.		ACT Math * PERT No longer available as a concordant for this cohort of students.	16
CLT Verbal Reasoning & Grammar/Writing	36		CLT Quantitative	11

Graduation Test Requirements for Students who started 9th grade in the **2025-26 School Year or After**				
FSA ELA			**Algebra 1 EOC**	
Test	**Minimum Score Needed**		**Test**	**Minimum Score Needed**
FSA/FAST ELA	3		Algebra EOC	Level 3
SAT EBRW	490		Geometry EOC	Level 3
ACT Average of Reading & English Section	18		SAT Math	420
PSAT (NMSQT/10)	470		PSAT NMSQT(grade 10 or higher test)	430
CLT /CLT10	39		ACT Math	16
PreACT (Eng/Read Avg)	18		CLT/CLT10 Quantitative	14
*SAT Reading Subscore no longer available for this cohort of students. *ACT Reading (19) no longer available for this cohort of students.			* PERT No longer available as a concordant for this cohort of students.	

SCHOOL FACILITIES

A. SCHOOL LOCATION

10044 NW 31ST STREET, CORAL SPRINGS FL 33065

B. HOURS OF OPERATION

ASA opens daily at 7:00 am and closes nightly at 5:00 pm
Monday through Friday. If anyone contacts the school after-hours, voice mail is available.

C. SMOKING, VAPING AND EATING

State law prohibits smoking OR vaping in or on any school property by any student, parent, visitor or stakeholder. This includes outside areas surrounding the school. Food and beverages are not allowed in the classroom or the computer labs at any time. Vending machines will be provided in the student lounge for use during assigned break times.

D. PARKING

If a student drives to school, he/she may park in the school's parking lot with ASA's authorization. Students are to see administration with the correct documentation and if proper documentation is not provided your vehicle will be towed. Additionally, you park your car at your own risk and ASA will not be responsible for any damage in any way whilst in the car park.

E. TRANSPORTATION

The school will work with students and parents to ensure that transportation is not a barrier to education. To accommodate, bus passes will be provided for public transportation. Students must meet the BCT requirements:

1. Parent fills out a transportation request form. (provided at front office)

2. Front office Administration assistant will use Google Map/Maps.com/MapQuest to verify the address distance from the school. The address that is on the application will be used for verification. If the address is 2.0 miles or greater, student is eligible for a BCT pass.

3. Student will receive a 31 day pass on the 1st of every month. The pass number, student signature and date of pick-up are documented for each month pass is issued.

4. Students must be in attendance a minimum of 16 out of 20 school days in a month to continue to receive the pass. If a student is out for medical reasons/excused absence and it is properly documented, a student will receive a pass for the month.

   The school will provide school bus pick up for students from Academic Solutions Academy-A (5233). The stops will accommodate those students from Fort Lauderdale and its surrounding areas to be transported to Coral Springs. The bus will also drop off the students at the end of their schedule to the same stop.

   1. A bus transportation form must be completed (provided at front office)
   2. Student and parent will receive an email to register to track the bus stop
   3. Student must follow all School bus policies per Broward County Schools.

F. VISITORS

Parents, graduates and other visitor are always welcome with *advance notice* to ASA office, except in case of an emergency. No children are permitted in the classroom at any time. If children would like to visit the school, an appointment for a tour must be scheduled with the main office.

All visitors are required to report to the school office prior to their visit. All visitors must sign in upon arrival and sign out before leaving the building and must wear a visitor's pass while in the building. Visitors may not smoke, vape or bring any weapons on campus.

Visitors must pre-arrange any meetings or visits with teachers or the Administrator prior to entering the building. Visits should be limited to ½ hour unless other arrangements have been made for an extended meeting.

Parents are asked ***not*** to attempt a parent-teacher conference while students are in classroom. Designated days are available each week for a parent teacher conference. Please schedule with the front office.

G. EMERGENCY PHONE CALLS

Students may provide the school's telephone number to relatives *for emergency purposes only*. The main office will take a message and forward it to the student as soon as possible. *Students are not permitted to make phone calls from any phone on campus*. The student will be instructed to speak with the **designated cell phone at the front office.**

ASA encourages students to leave their cell phones at home to avoid classroom disruptions. Here are the school's policies regarding cell phone usage on campus:

1. **Cell Phones Are Not Permitted on Campus**: Students are not allowed to bring cell phones to the classroom.
2. **Collection of Cell Phones**:
    - Upon arrival at school, cell phones will be collected and returned to students upon departure.
    - The school collects cell phones as a courtesy to ensure a distraction-free learning environment.
3. **Responsibility for Cell Phones**:
    - The school will not search for lost cell phones.
    - The school will not review camera footage to locate misplaced or lost phones.
    - The school will not be responsible for damaged phones.
    - The school will not reimburse students for lost or stolen phones.
4. **Electronic Devices During Testing**:
    - Possession of an electronic device during testing that reproduces, transmits, calculates, or records will result in the invalidation of the test.
    - Possession is defined as having the device within arm's reach, even if it is not visible. For example, students should not have cellular phones in their pockets, clipped to their belts, at their desks, or anywhere they can be easily accessed during testing.

These policies are in place to ensure a focused and secure educational environment for all students. Administrator, if there is a special circumstance.

SAFETY

A. FIRE ALARMS

When the fire bell rings, students are required to exit the building by the stairs in an orderly fashion. Instructions for leaving the building are posted in each classroom.

B. WEATHER-RELATED SCHOOL CLOSINGS

In the event that the school should need to be closed for weather related Emergency, such as a hurricane or other event, students and parents should watch the local TV and Radio stations for updates on ASA status. ASA will follow the same opening schedule as District schools.

C. REPORTING INJURIES

If a student is injured at ASA, he/she must immediately report the injury to a teacher or the Administrator so that an Injury Report can be completed.

D. HARASSMENT

Harassment is a form of hostility, conduct, or language that creates an intimidating or offensive school environment. Sexual harassment can consist of unwelcome sexual advances, unwelcome touching, verbal remarks, or requests/demands for sexual favors. No student or parent/guardian shall harass another student or any ASA staff member. Any student who believes he/she has been harassed by a student or any person employed by ASA should immediately report the incident to an instructor. If there is any reluctance to discuss the matter with the instructor, the incident should be reported to the Administrator. If the student is uncomfortable in reporting to the Administrator, a parent or guardian should make the report. Reported incidents shall be investigated immediately. The incident and report will be kept as confidential as the circumstances permit. The results of the investigation will be thoroughly discussed with the

student and/or parent/guardian if the student is under the age of 18. Corrective action will be taken as necessary.

E. DRUG-FREE SCHOOL

In accordance with Federal law, ASA prohibits the use, possession, concealment, or distribution of drugs by students on school grounds or in the school building. Drugs include alcoholic beverages, steroids, and dangerous/controlled substances as defined by state statute or any substance that could be considered a "look alike". Any student who violates this policy will be subject to disciplinary action, up to and including dismissal from ASA.

If a student comes to school under the influence of drugs, he/she shall be sent home for the day and the parent/guardian shall be notified if the student is under the age of 18. Appropriate disciplinary action(s) will be in accordance with the code of conduct.

F. LOST AND FOUND

Any personal items that have been left at ASA will be taken to the main office. If students find personal items that belong to others, they should turn the items into the main office as soon as possible. ASA is not responsible for lost money, cell phones, purses, wallets, bags, backpack, jewelry, or other personal items etc.

G. STORAGE AREAS

Storage area provided for students' workbooks only in teachers' classroom.

H. Back Packs

No Backpack Policy for Schools

To ensure the safety and security of all students and staff, the following no backpack policy has been implemented:

1. **Prohibition of Backpacks**:
   - Students are not permitted to bring backpacks to school.
2. **Allowed Alternatives**:
   - Small purses, lunch bags, and pencil cases are permitted but will be subject to search if necessary.
3. **Security Measures**:
   - The school reserves the right to search any bags brought onto campus.
   - Law enforcement/School Security will discard bag, knapsack left on campus
   - Security personnel will be present to ensure compliance with this policy.
4. **Communication and Enforcement**:
   - This policy will be communicated to students, parents, and staff at the beginning of the school year and reinforced through regular reminders.
   - Non-compliance with this policy will result in disciplinary action as outlined in the student handbook.

By implementing this no backpack policy, the school aims to enhance the safety and security of the campus, minimize potential hazards, and create a more controlled and orderly environment.

I. NON-CUSTODIAL PARENTS

Access to records will be in accordance with the Family Educational Rights and Privacy Act of 1974. Upon request, non-custodial parents* shall be entitled to exercise all parental rights to the extent that such rights are not restricted by a legally binding instrument or court order.

***A non-custodial parent refers to the parent who does not have custody of the child but who does have the right to information about the child's education.**

Policy regarding Involuntary Examinations

A person may be taken to a receiving facility for involuntary examination if there is reason to believe that the person has a mental illness and because of his or her mental illness:

(a) 1. The person has refused voluntary examination after conscientious explanation and disclosure of the purpose of the examination;
Or 2. The person is unable to determine for himself or herself whether the examination is necessary; and

(b) 1. Without care or treatment, the person is likely to suffer from neglect or refuse to care for himself or herself; such neglect or refusal poses a real and present threat of substantial harm to his or her well-being; and it is not apparent that such harm may be avoided through the help of willing family members or friends or the provision of other services;
or 2. There is a substantial likelihood that without care or treatment the person will cause serious bodily harm to himself or herself or others in the near future, as evidenced by recent behavior.

Policy and Procedure for Parental Complaints

Any parent or guardian may file a complaint regarding a violation of school policies, regulation, rules, or procedures, or any federal, state, or local law to the Governing Authority of ASA by filing the same with the Administrator of ASA.

To file a complaint with the Administrator, the parent shall deliver the written complaint containing (i) the student and parents name (anonymous complaints will not be processed), (ii) the signature of the complainant, (iii) the complainant's name and phone number, and (iv) the
specific violation of the school policy, regulation, rule and procedures, and/or federal, state or local law. The complaint may be delivered in person or by U.S. Mail, properly addressed to ASA, c/o the School's Administrator.

Upon receipt of any complaint, ASA shall perform the following steps:

1. Immediately date stamp the complaint.
2. Notify the President of the Board of Trustees and the attorney for the Board of Trustees.

3. Send a letter of acknowledgement to the complainant within 10 business days. The letter should address the general procedures that will be followed:
    a) Conduct an investigation as directed by the President of the Board of Trustees. This process may include the following:
        I. Collaborating with other offices, employees, and personnel within the school.
        II. Conducting a telephone or personal interview and/or conference(s) with complainant and other necessary parties; and/or
        III. Sending written correspondence.
4. The Administrator will keep an investigation log and inform the President of the Board of Trustees of the investigation process and findings.

5. The investigation will be based on fact and findings specific to the allegation(s) stated in the complaint. The reason for the decision will be outlined in the letter of findings.

ADDRESSING THE GOVERNING BOARD:

The ASA Governing Board meets on the third Wednesday of every month in the ASA Board Room, located 10044 Nw31 Street, Coral Spring Florida 33065 at 6:00 p.m.

These meetings are open to the public and your participation is encouraged. For more information about the meetings please call ASA at (954) 572-6600 – Option 1 or (954) 493-8010 – Option 2. For those interested in including an item on an upcoming meeting agenda please email (lduncan@asacharterschools.org) to submit information. Please see the school website for TEAMS meeting invite to meeting.

You will have three minutes to provide input and address to the Governing Board on issues that you are concern with. The Governing Board will respond to you in a timely manner to address issues.

The Board of Trustees will issue a letter to the Complainant of:

1. Mike Aitcheson-Board President
2. Paula Harmon-Board Member
3. Dave Dixon –Board Member

Please see the school website to contact Board of Trustees: www.asacharterschools.org.

Compliance – findings were unsubstantiated and school has complied; or

Non-compliance – noting the areas of non-compliance, recommending possible changes/technical assistance and requesting that the school respond to Complainant with a corrective action(s) plan letter within 15 business days.
All documentation of the complaint, findings, and corrective action(s) plan must be placed in the appropriately file.

PROCESS FOR PARENTS OR OTHER STAKEHOLDERS TO PROVIDE INPUT AT GOVERNING BOARD MEETINGS:

1. Input at Governing Board Meeting:
2. Parents/Stakeholders may also, at any time, request to have an item placed on the Board agenda.
3. This is done by putting the request in writing to the board Chair (maitcheson@asacharterschools.org) at least 24 hours before a Board meeting.
4. Once request is received and reviewed parents/stakeholder will be notified.
5. Parents/Stakeholders will be advised to attend the Board meeting.
6. The ASA Governing Board meets on the third Wednesday of every month in the ASA Board Room, located at 10044 Nw 31 Street, Coral Spring Florida 33065 at 6:00 p.m.
7. Parents/Stakeholders will be allowed to provide input and address the Governing Board.
8. The Governing Board will respond to parents/stakeholders in a timely manner regarding input.
9. These meetings are open to the public and their participation are encouraged.

POLICY ON SCHOOL BATHROOMS, LOCKER ROOMS, AND DRESSING ROOMS

This is the Policy on School Bathrooms, Locker Rooms, and Dressing Rooms of Academic Solutions Academy, Inc. (the "School"). This policy is implemented to comply with the requirements of Rule 6A-10.086, Florida Administrative Code, Section 553.865, Florida Statutes, and other relevant laws.

1. Purpose. This policy is intended to inform parents of how bathrooms, locker rooms, and dressing rooms are designated by the School, and to ensure the health, safety, and welfare of students when utilizing bathrooms, locker rooms, and dressing rooms.

2. **Policy.** Pursuant to Rule 6A-10.086(2)(a), Florida Administrative Code, all restrooms and changing facilities on campus are separated by Sex[1]. It is the policy of the School that all students, faculty, personnel, and guests of the School will use bathrooms, locker rooms, and dressing rooms that correspond with the individual's Sex. This means individuals whose designated sex at birth was male will be required to use those bathrooms, locker rooms, and dressing rooms designated for men, and individuals whose designated Sex at birth was female will be required to use those bathrooms, locker rooms, and dressing rooms designated for women. Individuals may also use single occupancy bathrooms that are gender neutral *if available*. Students are not permitted to utilize bathrooms that are designated exclusively for the school faculty. A person may only enter a restroom or changing facility designated for the opposite Sex under the following circumstances:

a) To accompany a person of the opposite Sex for the purpose of assisting or chaperoning a child under the age of 12, an elderly person as defined in Section 825.101 F.S., or a person with a disability as defined in Section 760.22 F.S. or a developmental disability as defined in Section 393.063 F.S.;
b) For law enforcement or governmental regulatory purposes;
c) For the purpose of rendering emergency medical assistance or to intervene in any other emergency situation where the health or safety of another person is at risk;
d) For custodial, maintenance, or inspection purposes, provided that the restroom or changing facility is not in use;
e) If the appropriate designated restroom or changing facility is out of order or under repair and the restroom or changing facility designated for the opposite ex contains no person of the opposite Sex.

In enforcing this policy, school personnel may reasonably rely upon representations made or documentation provided by the parent or guardian at initial enrollment, or such other records available to the administration. In the event of any inconsistency in the student's records, the administration reserves the right to request additional documentation from the parent or guardian to verify the student's biological Sex at birth. This policy shall at all times be construed in accordance with state and federal law.

3. **Violations.** Pursuant to Section 553.865(9), F.S., instructional personnel or administrative who willfully enter, for a purpose other than those listed above, a restroom or changing facility designated for the opposite Sex on campus and refuse to depart when asked to do so commit a violation of the Principles

[1] "Sex" means the classification of a person as either female or male based on the organization of the body of such person for a specific reproductive role, as indicated by the person's sex chromosomes, naturally occurring sex hormones, and internal and external genitalia present at birth.

of Professional Conduct for the Education Profession and are subject to discipline pursuant to Section 1012.795 F.S.

Any student who willfully enters, for a purpose other than those listed above, a restroom or changing facility designated for the opposite Sex and refuses to depart when asked to do so by instructional personnel, administrative personnel, or a safe-school officer will be subject to the disciplinary procedures provided in the Student Code of Conduct Discipline Guide.
Any person who willfully enters, for a purpose other than those listed above, a restroom or changing facility designated for the opposite Sex on campus and refuses to depart when asked to do so commits the offense of trespass as provided in Section 810.08 F.S. This paragraph does not apply to a student of the educational institution or to administrative personnel or instructional personnel of the educational institution. Trespassers will be immediately removed from campus and will be subject to applicable legal action.

4. **Exceptions.** This section does not apply to an individual who is or has been under treatment by a physician who, in his or her good faith clinical judgment, performs procedures upon or provides therapies to a minor born with a medically verifiable genetic disorder of sexual development, including any of the following:

a. External biological sex characteristics that are unresolvedly ambiguous.
b. A disorder of sexual development in which the physician has determined through genetic or biochemical testing that the patient does not have a normal sex chromosome structure, sex steroid hormone production, or sex steroid hormone action for a male or female, as applicable.

5. **Privacy of Information.** In carrying out this policy, school personnel are required to maintain the privacy of all educational records as set forth in Section 1012.22, Florida Statutes, and to respect the privacy interests of all students and parents.

6. **Parental Notification.** A copy of this policy shall be made available on the School's website and incorporated into the School's Parent & Student Handbook to fully inform parents.

INTERNET SAFETY POLICY

1. **Purpose.** Academic Solutions Academy, Inc. (the "School") recognizes the value of electronic devices and the internet to improve student learning and enhance school administration and operations. However, the internet is an unregulated vehicle for communication, and information and interactions on the internet can pose certain risks to students and staff members. Therefore, the Governing Board adopts this policy governing the use of school networks to comply with Florida law and State Board of Education rules, and to provide rules for students and employees accessing such networks.

2. **General Requirements for Users.** It is the policy of the School to maintain an environment that promotes ethical and responsible conduct in all online network activities by staff and students. It shall be a violation of this policy for any employee, student, or other individual to engage in any activity that does not conform to the established purpose and general rules and policies of the network. Users on any network operated by the School shall comply with the following requirements:

    a) All use of a network must be in connection with education and research, or in the case of employees, related to the employee's job functions.

    b) Users shall not access any content that is prohibited under this policy or under the law.

c) Users are prohibited from using the School's networks for any illegal or unethical purposes, including infiltrating or hacking the School's systems or any outside systems.

d) Users shall not utilize the School's networks for personal gain or personal business.

e) Users shall not install any unauthorized software or programs on any School-owned electronic device or network.

f) Users shall not destroy, delete, or modify any School-owned devices or software unless authorized to do so.

g) Users shall not utilize the School's networks to engage in harassment, discrimination, cyberstalking, cyberbullying, or obscene behavior.

h) Users will avoid clicking unknown links or accessing webpages and other content that may contain malware, spyware, ransomware, or other malicious software.

i) If any user accesses prohibited content or downloads potentially malicious software, the individual must immediately report the incident to their teacher, in the case of students, or to the Principal, in the case of staff members.

3. Requirements for Student Users. The following requirements apply to the use of the School's networks by students:

a) Student internet and technology sessions must always be supervised by a teacher or other staff member.

b) Students may only use technology or access the internet when expressly instructed by a teacher for educational purposes.

c) Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of school-provided technology or internet access shall make reasonable efforts to monitor student use to assure that it conforms to the requirements of this policy and the law.

d) Staff must make reasonable efforts to become familiar with the internet and its use so that effective monitoring, instruction, and assistance may be achieved.

4. Prohibited Uses. It is strictly forbidden for any users to access online content that is lewd, pornographic, scandalous, obscene, illegal, hateful, objectionable, inappropriate, or that otherwise does not comply with the requirements of this policy.

5. Social Media Platforms. As a general rule, the School's networks may not be used by any person to access social media platforms. In limited circumstances, students may be permitted to access social media platforms when expressly directed by a teacher to do so and solely for educational purposes. Staff members may also access social media accounts that are maintained on behalf of the School and related to the staff member's job duties. Prior to requiring students to use online content, staff must confirm that the content is not blocked by the student internet filter. Staff may make a request to their supervisor that blocked content or social media platforms be reviewed and temporarily unblocked for educational purposes. Notwithstanding the foregoing, under no circumstances may any employee or student access TikTok or any other platforms

prohibited by Florida's Department of Management Services while on school grounds or participating in a school activity. Additionally, the use of TikTok to communicate or promote the School, a School-sponsored club, extracurricular organization, or athletic team is prohibited.

6. **Online Messaging Platforms.** Students are only permitted to utilize sanctioned email, chatrooms, and online messaging platforms while at the School or as part of School activities and only when permitted by a staff member as part of the educational program. Students should be made aware of the potential dangers posed by communicating with unknown individuals on the internet and such communications are strictly prohibited.

7. **School's Responsibilities.** In order to ensure network safety and enforce the provisions of this policy, the School's administration will implement the following measures:

   a) Provide internal and external controls as appropriate and feasible that restrict access to content, including implementing a network filtering system that is designed to block access to prohibited or restricted content on the School's networks and on any School-issued device. Access to content should be limited to age-appropriate subject matter and materials. Access to websites, web or mobile applications, or software that does not protect against the disclosure, use, or dissemination of students' personal information in accordance with Rule 6A-1.0955, F.A.C., will be prevented.

   b) Monitor the use of online activities and electronic devices. This may include real-time monitoring of network activity and/or maintaining a log of internet activity for later review.

   c) Remove or revoke privileges for any user that poses a threat to the safety and security of the network or to any person.

   d) Retain the ability to remotely remove any prohibited application from any School-issued device.

   e) Restrict access to social media platforms, applications prohibited by the Department of Management Services, and any other destination that does not adequality protect student information.

   f) Make reasonable efforts to train staff and students in acceptable use and policies governing use of the School's networks and devices.

   g) Contract only with service providers and operators of websites, online services, or online applications that comply with all state and federal laws governing the disclosure of confidential student information.

8. **Violations.** Use of electronic devices and networks provided by the School is a privilege. To maintain the privilege, all users agree to learn and comply with the provisions of this policy. Violations of this policy may result in revocation of network access rights and further disciplinary action. Students that violate this policy will be disciplined in accordance with the Code of Student Conduct. Staff members that violate this policy will be subject to disciplinary action up to and including termination. Any criminal activity will be reported to law enforcement.

9. Parental Notification. A copy of this policy shall be made available on the School's website and incorporated into the School's Parent & Student Handbook to fully inform parents.

POLICY ON NAME DEVIATION REQUESTS

This policy adopted by Academic Solutions Academy, Inc. (the "School") provides the procedures for a student to be called a name other than the name on their birth certificate. The School will abide by all laws and administrative rules concerning student records, as they are amended from time to time.

1. **Procedures.** Pursuant to Florida Administrative Code Rule 6A-1.0955, *Education Records*, A parent or legal guardian that seeks to change the name of a student already enrolled in the School must submit the Name Deviation Request form, providing consent for their child to use an alternate name at school. A Parent may obtain a Name Deviation Request Form by requesting a copy from the School. The Parent must return the form either in person to the front office, or by e-mailing a signed copy to **(mpatel@asacharterschools.org).**

The School retains discretion to decline to use a name not appearing on a student's birth certificate notwithstanding a Name Deviation Request for any reason. Name Deviation Requests must be school-appropriate and reasonable. The School may request a meeting with the parent or legal guardian to discuss a Name Deviation Request. Name Deviation Request decisions made by the School are final.

2. **Parental Notification**. This policy shall be incorporated into the School's Student & Parent Handbook to properly inform Parents.

Parental Authorization for Name Deviation

Student ID _____ Student Legal Name _____ Birth Date _____

Parent/Guardian Name _____ Phone Number _____ Relationship to Student _____

Please provide the approved name/nickname(s) for the student:

_____

_____

_____

Additional Comments:

_____

_____

_____

*Please attach any related documentation you would like the School to consider with your request.

This consent authorizes school personnel to use the parent/guardian approved name/nickname, as indicated below, for my student. I understand that this name/nickname will be entered into the Student Information System.

I, _____authorize my student _____to be referred to by the above provided name(s).

Parent Signature:_____ Date:_____

Policy on School Safety

This is the School Safety Policy/Plan of Academic Solutions Academy, Inc. ("Academic Solutions Academy") This policy is intended to comply with the requirements of the Marjory Stoneman Douglas High School Public Safety Act (as amended), Rule 6A-1.0018, Florida Administrative Code, Rule 6A-1.0017 Florida Administrative Code, and other relevant laws. This policy shall be considered confidential and exempt from disclosure under the Public Records Act, pursuant to Section 119.071(3), Florida Statutes.

1.) School Safety Specialist

The Principal shall either serve as or designate a staff member to serve as the School Safety Specialist for the school. The identity of this person should be reported annually to the Governing Board. The School Safety Specialist is required to attend trainings regarding school safety procedures from the district and state. The individual shall also serve as a member of the Threat Assessment Team and shall be the point of contact for the Broward School Safety Specialist.

2.) Emergency Procedures (Active Assailant Response Plan)

Academic Solutions Academy has adopted Emergency Procedures which are incorporated by reference in Exhibit A. All school personnel must be trained annually on the protocols set forth in the Emergency Procedures no later than October 1 of each year.

3.) Safe School Plan

Academic Solutions Academy currently submits a Safe School Plan annually to Broward. The Safe School Plan is attached hereto as Exhibit "B" and made a part of this policy.

4.) Threat Assessments

Academic Solutions Academy will utilize the "Behavioral Threat Assessment Policies and Best Practices" for purposes of establishing procedures for the School Threat Assessment Team (STAT). A copy of the Behavioral Threat Assessment Policies and Best Practices is attached hereto as Exhibit "C" and made a part of this policy. This policy should be referenced for all questions related to composition of the STAT, training for STAT members, recordkeeping, and procedures for conducting threat assessments and providing ongoing monitoring for identified threats.

5.) Parent Notification and Access to Information

Parents of charter school students have a right to the timely notification of threats, unlawful acts, and significant emergencies. If there is a threat to the health and safety of students and faculty on school grounds, during school transportation, or during school-sponsored activities, the Principal, or a designee, will provide parents with timely notification of the incident. In the case of an imminent threat of harm to students, including an active assailant incident or hostage situation, notification to parents must be made as soon as practicable. Such notification should be made in consultation with local law enforcement and first responders in order to avoid compromising the safety of students and the efficacy of the emergency response and investigation.

The extent of the information provided in the notice will depend on the individual circumstances of the event. In determining the content of notifications to parents, school personnel must consider including specific information about the threat or incident necessary to inform parents and safeguard the community as determined by the threat assessment team or the Principal. Such information may include the date and time of the incident, the location and nature of the threat or incident, how and whether the threat or incident was resolved, a description of the suspect (where applicable), crime prevention and safety tips, and crime and threat reporting information. Notifications must be made in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. s. 1232g, 34 C.F.R. Part 99, and Section 1002.22, F.S.

Examples of unlawful acts and significant emergencies requiring notification to parents, include, but are not limited to:

- Fires
- Natural emergencies, including hurricanes, tornadoes, and severe storms
- Active assailant and hostage situations
- Bomb threats
- Weapons possession or use when there is intended harm toward another person
- Murder, homicide, or manslaughter
- Sex offenses, including rape, sexual assault, or sexual misconduct with a student by school personnel
- Exposure as a result of a manmade emergency
- Specific and articulable threats of harm against an individual or individuals
- Other significant events

Reunification. Employees should follow the reunification procedures set forth in the Emergency Procedures.

6.) SESIR

School Environmental Safety Incident Reporting (SESIR) will be implemented with fidelity throughout the school year in accordance with Rule 6A-1.0017, Florida Administrative Code. SESIR incidents that require a SESIR report pursuant to the rule will immediately be reported to the School Resource Officer or to another Law Enforcement Officer. The Principal or designee will be responsible for reporting each SESIR incident and will undergo the required SESIR reporting training. Pursuant to Section 1002.33(9)(r)2., Florida Statutes, parents of charter school students have a right to access school safety and discipline incidents as reported through SESIR.

7.) Involvement of Law Enforcement

In the event of an imminent threat or actual occurrence of harm to any persons in the school community, the Principal or their designee, will immediately contact law enforcement and notify them of the incident. The administration will also consult with law enforcement for all Level I and Level II SESIR offenses, as identified in Rule 6A-1.0017, Florida Administrative Code. This is not intended to limit the authority of school personnel to involve law enforcement in any matter relating to a suspected or actual violation of the law or in any other circumstance warranting the involvement of law enforcement.

8.) Safe-School Officer

The school shall comply with Section 1006.12, Florida Statutes, and ensure that a safe-school officer is present on campus during the school day when the campus is open for instruction. Academic Solutions Academy has adopted a separate Guardian Policy which addresses the requirements for Guardians, which is incorporated herein as Exhibit "E."

9.) FortifyFL

Academic Solutions Academy will adequately promote the use of FortifyFL, the mobile suspicious activity reporting tool operated by the State of Florida. The Principal or their designee will ensure that there is a FortifyFL link on the school's website, at least two newsletters per year will make reference to the service, and posters will be made available on the community bulletin board. In addition, the application will be installed on all mobile devices issued to students, and the site will be bookmarked on all computer devices issued to students. The Board will designate one or more persons who are authorized to receive tips through FortifyFL and ensure that accurate and up-to-date contact information is timely maintained in the FortifyFL database.

10.) Mobile Panic Alert System

The Principal or their designee shall annually review options for a mobile panic alert system and ensure that the system is installed, and that appropriate staff members are trained in the use of the system. The Principal or their designee will work with emergency services to ensure the system is set up and operating appropriately. The mobile panic alert system will meet the requirements set forth in Section 1006.07(4)(c), Florida Statutes. The mobile panic alert systems must include mobile devices placed throughout the school campus. In determining the number and placement of devices needed to afford all staff members the ability to silently and easily activate the panic alert in the event of an on-campus emergency, the school must consider using a combination of fixed panic alert buttons, mobile and desktop applications, landline phone capabilities, and wearable panic alerts (such as on a lanyard).

11.) Florida Safe Schools Assessment Tool (FSSAT)

In order for the Broward School Safety Specialist to complete the school security risk assessment at the school, school personnel will cooperate with the School Safety Specialist's requests for information and access. The Board and administration must ensure that any information needed for required reporting of safety information within FSSAT is timely provided to Broward according to their policies, as necessary. The school will also cooperate with the Broward School Safety Specialist in allowing first responders and public safety agencies to tour the campus every three years to provide recommendations related to school safety.

12.) Emergency Drills

The School Safety Plan will clearly document the procedures and details for drills and emergency evacuations. All students and staff members shall be made aware of the plan. Maps highlighting the escape routes for fire drills will be posted in all school rooms and provided to students and staff if requested.

- **Requirements for Drills:** All persons on the campus during an emergency or fire drill must participate in the drill. During emergency drills, fire drills, and during actual emergencies, Academic Solutions Academy staff will use plain language to communicate the nature of the emergency and instructions to students and staff. Plain language means communication that can be understood by the intended audience, which is free of coded language, jargon, and acronyms, and meets the purpose of the communicator. Academic Solutions Academy will vary the conditions of emergency drills and fire drills. Drills must be held at both expected and unexpected times and under varying conditions that require school staff, students, and building occupants to take protective actions based on the specific circumstances of the simulated incident. The time of day in which emergency drills and fire drills are held must be varied. In setting the drill schedule, the Academic Solutions Academy administration must consider drills beginning at nonstandard times, such as within an hour of the start of the school day, during lunch, when students are between classes, or within an hour of the end of the school day. Emergency drills and fire drills must test all applicable functions included in the

threat scenario, such as panic buttons, participant movement (lockdown, shelter-in-place, or evacuation), simulated communications with first responders, notification to parents, and appropriate protective actions, such as turning off lights, and covering windows. Emergency drills and fire drills must be conducted in accordance with developmentally appropriate and age-appropriate procedures.

- **Frequency:** Fire drills must be completed monthly or as often as otherwise required under Florida's Fire Prevention Code. Academic Solutions Academy will conduct six (6) emergency drills every school year that are nonconcurrent with fire drills. One (1) emergency drill must take place within the first ten (10) days of the beginning of the school year, and the remaining drills must take place at least every forty-five (45) days that school is in session. Four (4) of the six (6) emergency drills must address active threats. The remaining two (2) drills must address other emergency events, such as severe weather, natural disasters, hazardous materials, or reunification. Law enforcement officers must be physically present on each school campus and directly involved in the execution of active assailant emergency drills, unless their presence is determined to be unnecessary by the sheriff.
- **After Action Reports:** An after-action report must be completed following each emergency drill and fire drill. After-action reports must identify the type of drill, location and date of the drill, participants, and involvement of law enforcement or other public safety agencies. In addition, the after-action report must describe actions taken by participants, must analyze areas of success and areas where improvement is needed, and include input from public safety agencies and a plan for corrective action. After-action reports must be submitted to the Broward School Safety Specialist for review fifteen (15) calendar days following drill completion, or as otherwise required by Broward.

13.) Hurricane Closures

The organization will follow the same emergency closures as Broward Parents should monitor local news outlets during inclement weather. If the public schools are closed, Academic Solutions Academy will also be closed. In the event that multiple closures occur and time must be made up, school days will be added according to the adopted amended school calendar by the school's governing board.

14.) Submission of Documents to District

All relevant forms and documents may be found in the Emergency Binder at the front desk. Academic Solutions Academy will timely submit all required documentation related to school safety, including, but not limited to, the following: Broward.

1. FSSAT plan submitted annually to the state.
2. Annual Safe School Plan for Evacuations provided to Broward by submitting in Charter Links, by prescribed due date.
3. Annual Student Crime Watch Program- *FortifyFL* 1006.07(3) F.S., and compliance with posting requirements, 943.03, provided to Broward,
4. First Responder/ Law Enforcement Agency Tour of school site (every 3 years-due May 30, 2022—next due date 24-25 SY. 1006.07(6)(a)(4) F.S) provided to Broward,
5. Annually schedule and conduct periodic testing of Communications Systems, 006.07 (4)(c) F.S. Submit Communication Test to Broward.
6. Annual Broward Weapon Use, Hostage, and Active Assailant Situation Training each year with local Law Enforcement. 1006.07(4)(b)(1) F.S. Submit Attendance Verification Form to Broward.

Special Magistrate for Teacher Empowerment Policy

This is the Policy on complaints related to a teacher being directed by ACADEMIC SOLUTIONS ACADEMY, INC. (the "School") to violate general law or State Board rules as described in Section 1015.06, Florida Statutes. This policy is implemented to comply with the requirements of Rule 6A-1.094127, Florida Administrative Code, Section 1015.06, F.S, Florida Statutes, and other relevant laws.

1. Types of Concerns Covered. A Special Magistrate will only consider disputes where a classroom teacher alleges that he or she has been directed to violate general law or State Board of Education Rule by the School or the School District.

2. Complaint Procedures. To request appointment of a Special Magistrate, a teacher must follow these steps:

- Complete and return the form entitled "Teacher Request for Appointment of a Special Magistrate" which is available by request or online;[2]
    - Describe the nature of the dispute, including the School procedure or practice in question and the general law(s) or State Board rule(s) the School is allegedly directing the teacher to violate through its procedure or practice;
    - Describe the resolution or relief previously sought at the School and School District level;
    - Describe the resolution sought from the Special Magistrate and the State Board of Education;
- Demonstrate that before filing for the appointment of a Special Magistrate, resolution of the dispute was sought by the teacher with the teacher's Principal and subsequent to that, resolution was sought by the teacher at the School District level, all in accordance with the procedures adopted by the School District for resolution of the dispute. In order to meet this requirement, the teacher must demonstrate that he or she has, ***in writing***, pointed the Principal and School District personnel to the specific provision(s) of general law or State Board rule the district is requiring him or her to violate and how that act or omission would violate that specific provision of general law or State Board rule; and
- Provide and maintain accurate contact information such as an email address, telephone number and mailing address.

SCHOOL CHAPLAINS

The Department will provide the teacher and the School District written notice once a decision has been made. A Special Magistrate may not be appointed for a number of other reasons, such as the failure to fully utilize School District procedures for resolution, or where referral would interfere with an investigation or other administrative, civil, or criminal proceedings.

The Board of Directors (the "Board") of Academic Solutions Academy (the "School") is committed to the mental health and well-being of its students. In furtherance of that commitment, the Board hereby adopts this Policy Governing Volunteer School Chaplains, ("Chaplains").

I. **Chaplains Generally**. In modern usage the term Chaplain is not confined to any particular church or denomination. Chaplains have traditionally been appointed to public institutions such as prisons, hospitals, schools, colleges, universities, embassies, and the armed forces.

II. **Services Provided.** Chaplains shall provide services supporting the mental health and well-being of students as assigned by the School. Such services will support students in need of mental health services or guidance. Examples of such services include the following:

a. Individual Counseling
b. Small Group Counseling
c. Mental-Health and Wellness Workshops

III. **Parental Rights.**

a. **Notification.** The Principal shall notify each Parent or Guardian that there is a Chaplain providing services on campus. Within this notice, the Principal shall make Parents aware of the services and programs that will be provided by the Chaplain(s).

b. **Consent.** Before any student participates in or receives supportive services from a Chaplain, the student's parent or Guardian must provide written consent. A student's parent or Guardian must be permitted to select a Chaplain from the list provided by the School.

c. **Chaplain Selection**. A student's parent or Guardian must be permitted to select a Chaplain from the School's website if the School hosts more than one Chaplain.

IV. **Background Screening.** Individuals seeking to become a Chaplain must pass a background screening in accordance with the requirements set forth in Section 1012.465 F.S.

V. **Selection of Chaplains.** Individuals seeking to become a Chaplain must state such intention in writing to the Principal. The School shall be open to Chaplains from all religious backgrounds. Prospective Chaplains must complete an interview with the Principal and have passed a background screening according to Section IV of this Policy. The School may approve or disapprove of requests to be a Chaplain in its sole discretion.

VI. **Publication**. Once a Chaplain has been approved to provide services, they shall be published on the School's website. Such publication must include the Chaplain's religious affiliation, if any.

VII. **Dissemination of Policy.** This Policy shall be included on the School's website and in its student handbooks.

POLICY ON WIRELESS COMMUNICATION AND OTHER ELECTRONIC DEVICES

1. Purpose. This is the Policy on Wireless Communication And Other Electronic Devices of Academic Solutions Academy, Inc. (the "School"). In compliance with HB 1105 (2025) and §1006.07(2)(n), Florida Statutes, this policy establishes rules for student use of wireless communication devices to promote a safe and distraction-free learning environment.

2. Definitions.

- **Wireless Communication Device**: Any device capable of wireless voice, text, or internet communication, including but not limited to mobile phones, smart watches, tablets, and similar personal electronics.

- **Instructional Time**: Time during which a student is actively engaged in academic instruction or testing under the supervision of instructional personnel.
- **School Day**: The period from the time a student arrives on campus until the conclusion of dismissal and shall include field trips.
- **School-Sponsored Event And Activities**: Events and/or activities that take place on or off the school property but are school-sponsored events, including, but not limited to, extra-curricular activities, athletics, and school performances. This shall include school transportation.

3. General Prohibition. For Elementary and Middle School Students, the use of wireless communication devices is prohibited at all times during the school day, including recess, lunch and class transitions on campus, unless an exception under this policy applies. High School Students are prohibited from using wireless communication devices during instructional time, except when specifically authorized by instructional personnel solely for educational purposes. All wireless communications devices for all grade levels must be powered off or in airplane mode.

4. Use of Wireless Communications Devices Outside of the School Day. At all times while on school property or at a school-sponsored event or activity, students are required to demonstrate appropriate and proper use of their wireless communications devices, as determined by school personnel. Inappropriate or improper use shall include, but not be limited to, that which disrupts the environment or interferes with the safety of students, staff, or property. Photographs and video recordings may only occur with the consent of the person who is the subject of the photograph/video. Students who use wireless communication devices in the commission of a criminal act while on school property or in attendance at a school-sponsored event or activity may face school disciplinary action and/or criminal penalties.

5. Exceptions. Use of a wireless communication device may be permitted for the following reasons:

- As required by the student's Individualized Education Plan (IEP) or Section 504 Accommodation Plan.
- A doctor's note from a physician licensed under chapter 458 or chapter 459 certifying in writing that the student requires the use of a wireless communications device based upon valid clinical reasoning or evidence.
- In locations designated by the school administrator and during non-instructional time, with express permission.
- Nothing in this policy shall be construed to prevent appropriate use of a wireless communication device during an emergency, safety drill, lockdown, or at the direction of school personnel acting in response to an immediate concern.

6. Enforcement. Students in violation of this policy will be subject to disciplinary consequences under the School's Code of Conduct. [Needs to be aligned to the Code of Conduct for each school]. Repeated violations of this policy will result in the confiscation of the wireless communications device and the device will be released only to the parent.

7. Parental Notification and Consent. This policy shall be included annually in the Parent/Student Handbook. Parents and guardians are encouraged to review the policy to ensure awareness of expectations regarding student use of wireless communication devices. Students carry wireless

communications devices at their own risk. The school is not responsible if a student's wireless communication device is lost or stolen while in school, in attendance at a school-sponsored event or activity, or while on school transportation.

This policy may be updated pending release by the Florida State Board of Education of a model cell phone policy during the 2025-2026 school year.

STUDENT WELFARE POLICY

I. PURPOSE. This is the Student Welfare Policy of Academic Solutions Academy, Inc. (the "School").In compliance with HB 443 (2025), §1002.33(16)(b)(17), F.S. and Rule 6A-6.0791, Florida Administrative Code, this policy reflects the rights of parents and the obligations of the School relating to student welfare.

II. TYPES OF CONCERNS COVERED. The "Parental Rights in Education" law, also known as House Bill 1557 (2022), set forth specific procedures for complaints or disputes falling into those categories detailed in Section 1001.42(8)(c)1.-7, Florida Statutes, and on the "Parental Request for Appointment of a Special Magistrate" form published by the Florida Department of Education and available here.

PARENTAL NOTIFICATION

a) The School will notify a student's parent in writing if there is a change in the student's services or monitoring related to the student's mental, emotional, or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student. The School acknowledges the fundamental right of parents to make decisions regarding the upbringing and control of their children. School personnel will encourage a student to discuss issues relating to his or her well-being with his or her parent or to facilitate discussion of the issue with the parent.

b) School personnel are prohibited from discouraging or prohibiting parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being. School personnel may only withhold such information from a parent if a reasonably prudent person would believe that disclosure would result in abuse, abandonment, or neglect, as those terms are defined in section 39.01 Florida Statutes.

c) At the beginning of the school year, the School will notify parents of each health care service offered at the School and the option to withhold consent or decline any specific service in accordance with section 1014.06 Florida Statutes. Parental consent to a health care service does not waive the parent's right to access his or her student's educational or health records or to be notified about a change in his or her student's services or monitoring as provided by this paragraph.

d) Before administering a student well-being questionnaire or health screening form to a student in kindergarten through grade 3, the School will provide the questionnaire or health screening form to the parent and obtain the permission of the parent.

INSTRUCTION AND TRAINING

a) Classroom instruction by School personnel or third parties on sexual orientation or gender identity will not occur in prekindergarten through grade 8, except when required by sections 1003.42(2)(o)3.

and 1003.46 Florida Statutes. If such instruction is provided in grades 9 through 12, the instruction must be age-appropriate or developmentally appropriate for students in accordance with state standards.

b) Student support services training developed or provided by the School will adhere to student services guidelines, standards, and frameworks established by the Department of Education.

III. CONFLICT RESOLUTION

A parent shall use the following procedure to notify the principal, or his or her designee, regarding concerns under regarding student welfare instruction and training list in this policy:

a) The parent shall send the principal a written complaint. The parent's concern must describe the nature of the dispute and describe the resolution or relief sought with the School. The complaint shall be delivered to the principal via hand delivery, U.S. Mail or email. The principal (or designee) shall provide a written response to the parent within seven (7) days of receiving the complaint. For the purposes of this policy, "days" shall mean business days and exclude state, federal and School holidays.

b) If the parent remains aggrieved after receiving the response from the School, the parent has a right to seek relief from the local school district.

c) Within thirty (30) days after notification by the parent that the concern remains unresolved, the school district must either resolve the concern or provide a statement of the reasons for not resolving the concern. The School shall fully cooperate in the resolution procedures of the school district, and shall comply with the school district's decision for resolution of the complaint.

d) If a concern is not resolved by the school district, the parent may:

   i. Request the Commissioner of Education to appoint a special magistrate who is a member of The Florida Bar in good standing and who has at least 5 years' experience in administrative law. The parent shall use the Parental Request for Appointment of a Special Magistrate for Charter School Students, Form CSSM-1 6A-6.0791, which the School shall provide to the parent upon request (or available at the link in Section I of this policy). The special magistrate will determine facts relating to the dispute over the School procedure or practice, consider information provided by the School, and render a recommended decision for resolution to the State Board of Education within 30 days after receipt of the request by the parent. The State Board of Education will approve or reject the recommended decision at its next regularly scheduled meeting that is more than 7 calendar days and no more than 30 days after the date the recommended decision is transmitted.

   ii. Bring an action against the School or school district to obtain a declaratory judgment that the School procedure or practice violates sections 1002.20 and 1014.04 Florida Statutes, and seek injunctive relief. A court may award damages and shall award reasonable attorney fees and court costs to a parent who receives declaratory or injunctive relief.

e) The School shall include this policy in its Student Handbook and shall post it on the School's website to notify parents of the conflict resolution procedures.

f) The School shall designate at least one person responsible for responding to inquiries from the Florida Department of Education regarding a request for appointment of a Special Magistrate and shall notify the Department of Education of the name and email address of the individual.

g) Nothing contained within this policy shall be construed to abridge or alter rights of action or remedies in equity already existing under the common law or general law.

THREAT MANAGEMENT POLICY

Effective Date:
Academic Solutions Academy, Inc. (the "School") shall establish a "**School Based Threat Management Team**" or "**SBTMT**" in accordance with Section 1006.07(7), F.S.. The primary purpose of a SBTMT is to minimize the risk of violence at the school. The SBTMT is responsible for the coordination of resources and assessment and intervention of individuals whose behavior may pose a threat to the safety of school staff or students.

A. Definitions.

- "**District Threat Management Coordinator**" or "**DTMC**" means the School District employee that oversees threat management at all K-12 schools, including charter schools contracted by or under contract with the district.
- "**Florida Harm Prevention and Threat Management Model**" or "**Florida Model**" means the Florida-specific behavioral threat management process required by Section 1001.212(12), F.S. The Florida Model consists of the Florida Threat Management Manual and the Florida Harm Prevention and Threat Management Instrument ("Instrument"). Under the Florida Model, threats and reports of concerning behavior or concerning communications are categorized as having a low, medium, or high level of concern.
- "**School-based mental health services provider**" means a school psychologist certified under Rule 6A4.0311, F.A.C., a school social worker certified under Rule 6A-4.035, F.A.C., a school counselor certified under Rule 6A-4.0181, F.A.C., or a mental health professional licensed under Chapter 490 or 491, F.S., who is employed or contracted by the District or the School to provide mental health services.
- "**Statewide Threat Management Portal**" or "**STMP**" means the instrument managed by the Office of Safe Schools at such time as it comes available and as referenced in Rule 6A-1.0018, F.A.C.
- "**Student Support Management Plan**" or "**SSMP**" means an ongoing intervention and monitoring plan implemented by the SBTMT. The SSMP may impose requirements on a student of concern for a defined period of time based on the level of concern. The SSMP is reviewed each month by the SBTMT.
- "**Reasonable effort to notify**" means the exercise of reasonable diligence and care to make contact with the student's parent or guardian, typically through the contact information shared by the parent or guardian with the School.
- "**Threat Assessment**" means the protocols used to assess concerning behavior and threats. Threat assessment protocols are a series of documents, also referred to as a "threat assessment instrument," comprised of an intake and disposition form; student of concern questionnaire; parent/guardian questionnaire; witness/target of violence questionnaire; teacher survey; and mental health assessments used to help evaluate whether behaviors or communications indicate that a student poses a. risk of harm and what services are appropriate to mitigate that risk. The threat

assessment process results in comprehensive information gathering from multidisciplinary sources, including law enforcement, mental health, and school records.

- "**Threat Management**" means the systematic, fact-based method designed to identify, using threat assessment protocols, whether behaviors or communications constitute a concern for violence or harm to another person. Upon a determination that a risk of violence exists, the threat management process then results in determining the level of concern and appropriate management of the person posing the concern to mitigate the risk of harm and remove them from the pathway to violence. The SSMP is part of the threat management process. The threat management process is ongoing and ends only when the SBTMT deems it appropriate under the circumstances, or responsibility is transferred to another Threat Management Team.

B. Florida Model Threat Assessments

- The School must have a SBTMT comprised of four members (the "Core Four"), at a minimum, including persons with expertise in counseling, instruction, school administration, and law enforcement. The Principal is responsible for appointing team members. The SBTMT must also include a member with personal knowledge of the student of concern who is the subject of threat management. Team members must meet the following requirements:
    - The counseling team member must be a school-based mental health services provider that is able to access student mental health records. This must not be the Principal, or equivalent
    - The instructional team member must meet the definition of instructional personnel under Section 1012.01(2)(a)-(d), F.S., or must hold a current Florida Educator Certificate under Section 1012.56, F.S. This must not be the Principal, or equivalent
    - The School administrator team member must meet the definition of administrative personnel found in Section 1012.01(3), F.S. This should not be the Principal unless they are the only administrator at the School. In the event the Principal is the only administrator at the School, the Principal must notify the district's DTMC.
    - The law enforcement team member must be a sworn law enforcement officer, as defined by Section 943.10(1), F.S., including a School Resource Office, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a SBTMT must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based SBTMTs must also have clearance to review Criminal Justice Information and Criminal History Record Information. A school guardian, as defined under Section 1006.12(3), F.S., or a school security guard, as defined under Section 1006.12(4), F.S., may not serve as the law enforcement member of a SBTMT. This must not be the Principal, or equivalent.
    - If none of the team members are familiar with the student of concern, the SBTMT Chair must assign an instructional staff member who is familiar with the student to consult with and provide background information to the SBTMT.
    - The Principal must appoint a Chair and Vice Chair of the SBTMT. The Chair serves as the point person for threat management at the school-level and is responsible for triaging reported threats or concerning behavior and communications to determine whether the matter should be summarily closed or whether it should be reviewed by the full SBTMT. The Vice Chair will serve as Chair when the Chair is unavailable.

- The SBTMT must follow the following procedures in accordance with state law and administrative rule:
    - The SBTMT must use the Florida Model to assess the behavior of students who may pose a threat of harm to themselves or others and to coordinate intervention and services for such students. All reported threats or concerning behaviors and communications, even those determined to be unfounded, must be documented by the SBTMT along with any resultant action, using the Florida Model Instrument.
    - The SBTMT may meet as often as necessary to address applicable threats. If the SBTMT meets to address a threat, it is not required to hold another meeting during the same month unless an additional applicable threat or event arises. In any month with no applicable threats or events, the Core Four must meet at least once to discuss the general affairs of the SBTMT. Every meeting of the full SBTMT or the Core Four must include a record of attendees, any cases discussed (if applicable), other matters addressed, actions taken, and the date and time of the meeting.The SBTMT must refer individuals for crisis intervention or mental health services as necessary pursuant to s.112.584(4) F.S. and refer for self-harm as necessary pursuant to s.394.463, F.S.
    - The SBTMT must report quantitative data about the threat assessments team's activities to the Office of Safe Schools, as required by law.

C. Training Requirements

- The SBTMT must be designated before the start of the school year. Team members who have not previously completed training must complete Day One Florida Model Training before the start of the school year. Those appointed to SBTMTs after the start of the school year must complete Day One Florida Model Training within sixty calendar (60) days of appointment. Team members who have been fully trained in a previous school year must complete an annual refresher training provided by the Office within the first sixty (60) days of school.
- Any team member who does not complete the annual refresher within the first sixty (60) calendar days of school must not serve on the SBTMT in any capacity until such time as they retake and successfully complete Day One Florida Model Training.

D. Notification

The School must notify in the following circumstances:

- If the SBTMT Chair determines the report of a concerning behavior or threat is a Low level of concern and summarily closes the case, the Chair must use reasonable efforts to notify the parent or guardian of the student of concern.
- If the Chair does not summarily close the case and refers it to the SBTMT, reasonable efforts must be made to notify the student of concern's parent or guardian on the same day the SBTMT assigns the preliminary and final level of concern.
- If the preliminary level of concern is High, the SBTMT Chair must notify the superintendent or designee to ensure that the notice requirements of Section 1006.07(7)(e), F.S., are met.

- Parents or guardians must also be notified if the threat management process reveals information about their student's mental, emotional, or physical health or well-being, or results in a change in related services or monitoring, including but not limited to implementation of an SSMP.
- Once an SSMP is finalized and anytime it is substantively revised, the SBTMT Chair must provide a copy of the SSMP to the student of concern's parent or guardian. The targeted student's parent or guardian should also be informed that an SSMP has been implemented.
- Where a report of concern includes an identified student target, the Chair must make a reasonable effort to notify the parent or guardian of the targeted student before the end of the school day that the report was received unless the Chair has determined the concern is unfounded. As provided for in the Florida Harm Prevention and Threat Management Manual, the unfounded summary disposition should only be used when it is clear and articulable that there is no basis for concern. If there is any doubt, the case should be forwarded to the SBTMT for further evaluation and parent notification should occur.
- Nothing herein prevents the School from notifying parents or guardians if they believe it is in the best interest of the student.

The SBTMT Chair must document all attempts to make contact with the parent or guardian. Timelines for required notice may be modified where the SBTMT reasonably believes and documents that such disclosure would result in abuse, abandonment, or neglect, as defined in Section 39.01, F.S.

E. Education

- Annually, Students, Faculty, and Staff must be provided guidance for identifying and reporting concerning behavior or threats. Students may report concerning behavior on FortifyFL, to their teacher, any staff member, or directly to the Principal. Staff members who have received a report from a child or need to make their own report must report immediately and directly to the Principal.
- Upon receiving reports of threats or concerning behavior, if necessary, the Principal or their designee will make referrals to mental health services, pursuant to Section 1012.584(4), F.S., or referrals for threats of self-harm, consistent with Section 394.463, F.S.

F. Reporting & Sharing Information

- Threat assessments and records related to threat management are considered education records as defined by the Family Educational Rights and Privacy Act ("FERPA") and Sections 1002.22 and 1002.221, F.S. Policies relating to access, maintenance, and retention of these records must be consistent with Rule 6A-1.0955, F.A.C., Education Records.
- Upon a preliminary determination by the SBTMT that a student poses a threat of violence to himself or herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the SBTMT may obtain criminal history record information about the student. A member of a SBTMT may not disclose any criminal history record information obtained pursuant to this section or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the SBTMT.
- All school personnel will report to the Principal about any individual who is suspected of posing a threat to school safety. If the threat is imminent, the Principal may take any necessary action to avert

a crisis situation but will report the incident to the SBTMT as soon as feasible. Otherwise, the Principal will convene the SBTMT to assess the threat.

- Upon a preliminary determination that a student poses a threat of violence or physical harm to himself or herself or others, the SBTMT shall immediately report its determination to the Principal, or his or her designee. The Principal, or his or her designee, shall immediately attempt to notify the student's parent or legal guardian. Nothing in this subsection shall preclude school personnel from acting immediately to address an imminent threat.
- The School will comply with all documentation and reporting requirements, as required by law, including meeting documentation requirements to be provided to the school district pursuant to Rule 6A-1.0019(4)(f), F.A.C.
- The School will comply with all data reporting requirements, including the STMP, as required by applicable law and administrative rules.

Student ID Cards

Crisis & Suicide Hotline Information on Student ID Cards

In accordance with Rule 6A-1.0018(19), Florida Administrative Code, and Section 1008.386, Florida Statutes, Academic Solutions Academy is committed to supporting student safety and well-being. All student identification cards issued to students in grades 6–12 will prominently display crisis and suicide prevention resources to ensure immediate access to help when needed.

The back of each student ID card shall include at minimum:

- **National Suicide Prevention Lifeline:** 988
- **Statewide Crisis Hotline:** 1-800-273-8255 (or updated state number)
- **Crisis Text Line:** Text "HOME" to 741741

The Office of Student Services will review and update these numbers annually or whenever official hotline information changes. All newly issued and replacement ID cards must include this information before being distributed to students.

By implementing this policy, Academic Solutions Academy reaffirms its commitment to fostering a safe, supportive, and responsive learning environment for all students.

Rule 6A-1.0018(4)(b), F.A.C

Substitute Teacher Safety Training Policy

Before beginning their first day of service at the school, all substitute teachers must receive and review the school's safety and security protocols. The information provided will include emergency evacuation procedures, lockdown procedures, active assailant response expectations, safer-space locations, emergency communication methods, student supervision responsibilities, and procedures for reporting safety concerns or suspicious activity.

A school administrator or designated staff member will review the applicable procedures with the substitute teacher and provide access to any required safety materials. Substitute teachers are expected to follow all school safety procedures, participate in emergency drills when present, maintain proper supervision of students, and immediately report any emergency, threat, or safety concern to school administration.

The school will maintain documentation confirming that each substitute teacher received the required safety information before reporting to a classroom, in accordance with Rule 6A-1.0018(4)(b), Florida Administrative Code.