



*Welcome Bak
Family
to the 2023-24
School Year*

Bak MSofA- Quick Facts

- **1235 students (8th – 398, 7th – 420, 6th – 416)**
- School Begins: 8:15 am
- Dismissal for **Tri-Rail Begins at 3:10 pm**
- Dismissal for **Car Riders at 3:15ish**
- Dismissal for **Buses released as they arrive**
- **Lunch Begins at 10:00 am ends at 12:00 pm** - 3 lunches
- 8 Classes – Block Schedule –90 minutes classes - 4 per day!



Upcoming Events/Activities

- **Athletics (Aktivate - Online Process to complete Athletics Paperwork)**
 - Softball & Baseball are the first two sports (official start date tbd by the school district)
 - All Athletic Registration documents submitted in Aktivate by August 25, 2023
 - For Questions contact Assistant Principal Daniel Stechsulte
 - Look Under The Arts & Athletics
- **School Pictures: August 17th & 18th - Through students science class**
- **Open House –**
 - 6th Grade - August 24th at 6:00 pm
 - 7th Grade & 8th Grade – August 31st at 6:00 pm

Even/Odd Day Schedule

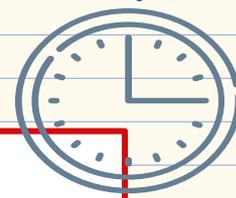


THE SCHOOL DISTRICT OF PALM BEACH COUNTY SCHOOL CALENDAR 2023-2024 School Board Approved 06/01/2022

STUDENTS AND ALL EMPLOYEES EXCEPT 12-MONTH EMPLOYEES
 12-MONTH EMPLOYEES
 ALL OTHER EMPLOYEES SEE EMPLOYEE CALENDAR NOTES!
 10 HOUR DAYS FOR 12-MONTH EMPLOYEES
DUTY/PDD TEACHER WORK DAY/PROFESSIONAL DEVELOPMENT DAY
NO SCHOOL NO SCHOOL

JULY 2023					AUGUST 2023					SEPTEMBER 2023				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 🐻	4 🔧👤 HOLIDAY	5 🐻	6 🐻	7 District Closed		1	2	3	Pre-School for Teachers					1 O
10 🐻	11 🐻	12 🐻	13 🐻	14 District Closed	7 Pre-School for Teachers	8 Pre-School for Teachers	9 Pre-School for Teachers	10 First Day of School for Students	11 E	4 🔧👤 HOLIDAY	5 E	6 O	7 E	8 O
17 🐻	18 🐻	19 🐻	20 🐻	21 District Closed	14 O	15 E	16 O	17 E	18 O	11 E	12 O	13 E	14 O	15 E
24 🐻	25 🐻	26 🐻	27 🐻	28 District Closed	21 E	22 O	23 E	24 O	25 E	18 O	19 E	20 O	21 E	22 O
31					28 O	29 E	30 O	31 E		25 🔧👤 HOLIDAY	26 E	27 O	28 E	29 O
OCTOBER 2023					NOVEMBER 2023					DECEMBER 2023				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
E 2	O 3	E 4	O 5	E 6			1 PDD NO SCHOOL	O 2	E 3					O 1
O 9	E 10	O 11	E 12	13 DUTY NO SCHOOL	O 6	E 7	O 8	E 9	O 10	E 4	O 5	E 6	O 7	E 8
16 Begin 2nd Nine Weeks	O 17	O 18	E 19	O 20	E 13	O 14	E 15	O 16	E 17	O 11	E 12	O 13	E 14	O 15
E 23	O 24	E 25	O 26	E 27	20 🔧👤 HOLIDAY	21 🔧👤 HOLIDAY	22 🔧👤 HOLIDAY	23 🔧👤 HOLIDAY	24 🔧👤 HOLIDAY	E 18	O 19	E 20	O 21	E 22
O 30	E 31				O 27	E 28	O 29	E 30		25 🔧👤 HOLIDAY	26 🔧👤 HOLIDAY	27 🔧👤 HOLIDAY	28 🔧👤 HOLIDAY	29 🔧👤 HOLIDAY
JANUARY 2024					FEBRUARY 2024					MARCH 2024				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 🔧👤 HOLIDAY	2 🔧👤 HOLIDAY	3 🔧👤 HOLIDAY	4 🔧👤 HOLIDAY	5 🔧👤 HOLIDAY				O 1	E 2					O 1
8 DUTY NO SCHOOL	9 Begin 3rd Nine Weeks	O 10	O 11	E 12	O 5	E 6	O 7	E 8	O 9	E 4	O 5	E 6	O 7	E 8
15 🔧👤 HOLIDAY	O 16	E 17	O 18	E 19	E 12	O 13	E 14	O 15	E 16	O 11	E 12	O 13	E 14	15 End 3rd Nine Weeks
O 22	E 23	O 24	E 25	O 26	19 PDD NO SCHOOL	O 20	E 21	O 22	E 23	18 🔧👤 HOLIDAY	19 🔧👤 HOLIDAY	20 🔧👤 HOLIDAY	21 🔧👤 HOLIDAY	22 🔧👤 District Closed
E 29	O 30	E 31			O 26	E 27	O 28	E 29		25 DUTY NO SCHOOL	26 Begin 4th Nine Weeks	O 27	E 28	29 🔧👤 HOLIDAY

Bell Schedule



Warning Bell 8:15 am

Period 1/2 8:20 am – 9:57 am

Period 3/4 10:00 am – 12:02 pm

a. Lunch A: 10:00 am - 10:30 am

b. Lunch B: 10:58 am - 11:28 am

c. Lunch C: 11:30 am - 12:00 pm

Period 5/6 12:05 pm – 1:35 pm

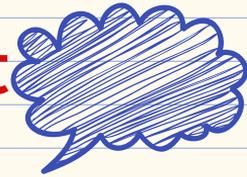
Period 7/8 1:38 pm – 3:08 pm

Announcements begin at 3:08 pm

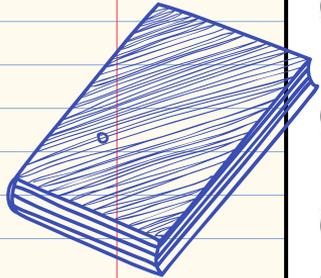
Dismissal Begins at 3:10 pm

(Tri-Rail first) & Ends at 3:30 pm

When Students arrive on campus, they report to the cafeteria or go to the courtyard.



- Morning Bell Rings at 8:15 am – Students go to class
- School Begins at 8:20 am – Students marked tardy if not in class
- Morning Care begins at 7:00 am (Cars enter through Main Entrance)
 - You must register for Morning Care – Fee required
- Bus Riders Permitted in the Building at 7:45 am via Bus Loop
- Car Riders – Cars enter through the Student Drop-Off/Pick-up Loop located off of North Shore Drive (Do not enter through Main Entrance)
- Students may not be dropped off any earlier than 8:00 am, unless registered in the Morning Care program.
- Walkers may not arrive on campus until 8:00 am
- Car Riders/Walkers are permitted in the school building at 8:00 am
- Dismissal begins at 3:10 pm (Tri-Rail called first) & ends at 3:30 pm




★ Communications

★ Music

**Band
Strings
Vocal
Piano**

★ Visual Arts



★ Dance

★ Theatre

**S.T.A.R.
ARTS
PROGRAM**

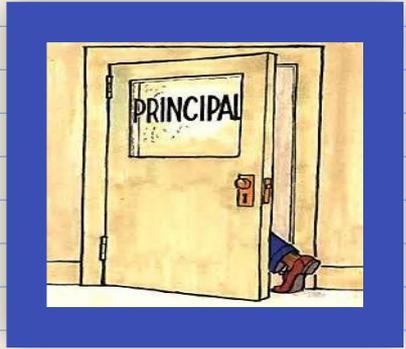
How to Stay Informed & Locate Information
Students & Parents Need to be Proactive



☆ Go to Bak's website ☆
palmbeachschools.org/msoa



who to
turn to:



Administration:

Sally Rozanski	Principal	561-882-3844	
Misty Connelly	A.P.	561- 882-3818	A-F
Daniel Stechsulte	A.P.	561-882-3874	G-O
Crystal Clark	A.P.	561- 882-3840	P-Z

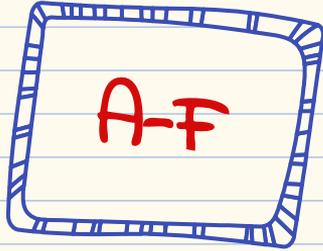
School Resource Officer:

Officer Silva 561-882-3896

- Report a serious incident on campus
- Report a theft or loss of property

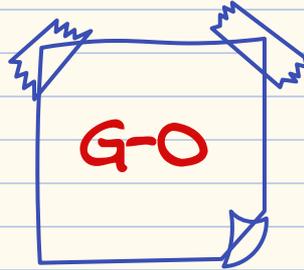


School Counselor



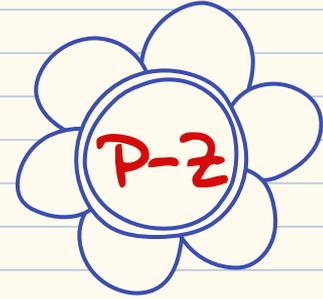
Robin Taverna:

561-882-3825



Kelly D'Agostino:

561-882-3887



Sonia Parikh:

561-882-3860

Mental Health Professional

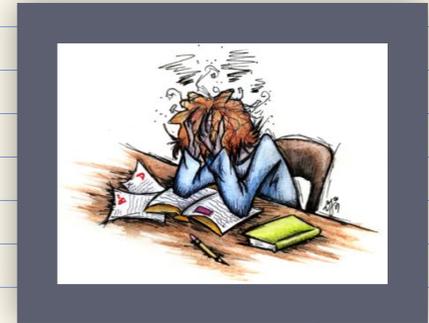
Mia Terrazas

(561) 882-3824

ESE Contact (I.E.P. & E.P.)

Laurie McCormick:

(561) 882-3852



★ SIS- Student Information Systems

★ Key to Monitoring Your Child's Progress



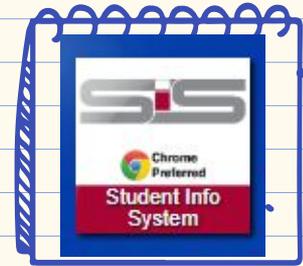
Having trouble activating your account?

Contact:

Michah.Kossove@palmbeachschools.org

The School District has a new way for parents, guardians and students to log in and get important information on academics and attendance. The Student Information System (SIS) Gateway is now available, and has replaced Edline.

SIS Gateway provides a user-friendly and mobile-friendly experience for student and parents to review schedules, attendance, assignments, assessment scores, GPA, graduation requirements, community service hours and class rank in real time.



SIS- Student Information Systems

Key to Monitoring Your Child's Progress

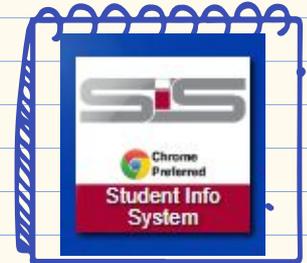
How do I get a SIS account if I do not already have one?

ALL students automatically have an account and can access SIS on their district portal

Parents will have three ways to access the SIS Gateway:

1. The District home page
2. The school's web page palmbeachschools.org/msoa
3. The Palm Beach County School District Mobile App

Having trouble activating your account? Contact:
Micah.Kossove@palmbeachschools.org



Lines of Communication

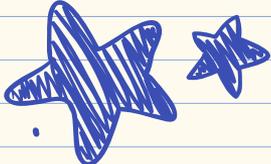
Email is the most efficient way to make contact
firstname.lastname@palmbeachschools.org

- General question about school? Ask your child, look at your First Day Folder Material, review the For Your Information document, and check Bak website or SDPBC website.
- Teachers will communicate with you via email, Parentlink, or sending information home.
- If there is a classroom question – Ask your child first & check Google Classroom!
- If there is a classroom concern - Contact the teacher.
- If there is a counseling issue - Contact your child's counselor.
- If there is an unresolved issue after contacting the appropriate personnel (e.g., teacher, counselor) – Contact your child's Assistant Principal (A.P.).
- If you have gone through the appropriate channels and have not resolved the issue – Contact the principal.

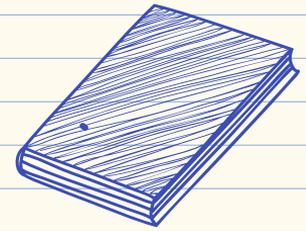


Parents: what Can You Do?



- **Every Day** - Ensure before saying goodbye in the morning, let your child know how he/she are getting home from school each day (students will not have cell phone use once at school).
 - **First Day** - Please make sure to read all information in your child's First Day Folder and have your child return all required information.
 - **First Day** and whenever you need school information: Look at and consistently refer to the [SY24 Bak MSOA For Your Information & Bak's website](#) for general questions about the school and school procedures.
 - **Daily** - Ensure your child attends school and arrives to school on time.
 - **Daily** - Have a chat with your child each day about school.
 - **Daily** - Ensure homework is completed and ready to hand in for the next class.
 - **Daily /Weekly** - Check SIS, Bak's website, and ask to see your child's Google Classroom for each class. This is where the daily agenda is placed and essential details about the class.
 - **Daily** - Foster your child's education and growth by encouraging your child to communicate with their teachers and take responsibilities for their learning. Allow your child to feel the weight of some of his/her decisions, actions, or lack of action. Celebrate their efforts if they did their best!
- 
- 

Student Expectations for Learning/Communication

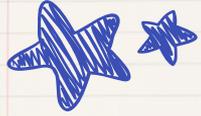


Students should:

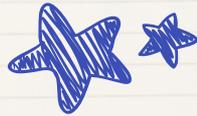
1. Take **responsibilities** for their learning, actions, and be dedicated to their studies and art area.
2. **Communicate** with their parents what is happening in class, bring any papers home for their review and/or signatures, and show their parents their Google Classroom(s) when asked about you class, rules, assignments, etc.
3. **Email** the teacher with any questions. Parents should not be emailing teachers about your classwork, homework and/or assignments, etc. The student is the person in the class and has been a part of the learning and teaching.
4. Do not get discouraged if you have tried your best and did not achieve your goal. **Keep trying** – continual effort is a key factor in one's success.
5. **Be respectful** of yourself, your classmates, and Bak's staff. Communicate in a positive manner.

WE WILL NOT call students down or make deliveries to the classrooms. If you have left something home and your parent is bringing it to you, you may check the table located just inside the blue double doors that leads to Student Services.





Important Procedures At Bak

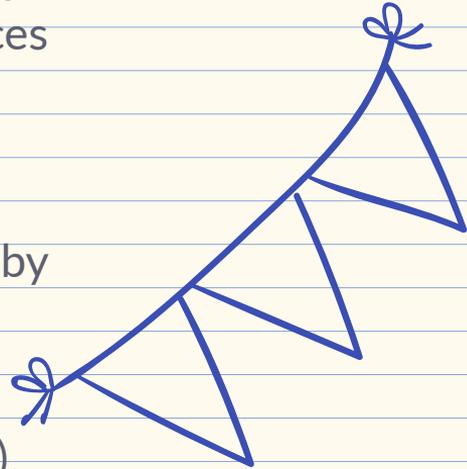


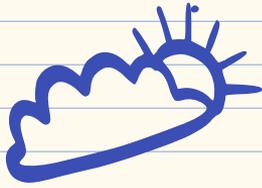
Every Morning (8:00 am to 8:15 am)



- Students when arriving on campus, must go to the courtyard, cafeteria, or Media Center (if open) until the 8:15 am bell rings
- Students drop off any absence notes or early release letter in the metal drop box outside Student Services by the double blue doors on their way to the courtyard.
- Music students may only enter the Music Suite (to drop off instruments) through the North entrance by the vending machine – usually around 8:10 am.

NOTE: Students who arrive after Main Entrance doors are closed, enter through Student Services (glass doors).





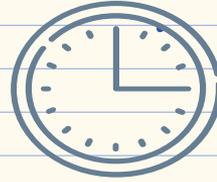
what if My Child is Absent or Tardy?



- This procedure is in the **For Your Information** document.
- Do not email the teachers. If your child is going to be absent more than three school days, please send an email to your child's counselor and Assistant Principal.
- Go to the **Bak's website at (<https://msoa.palmbeachschools.org>)** Click on the **School Info tab**
 - Click on the link: Bak Attendance: Click here to report your child's absence(s).
 - Complete and submit the form.
 - If you have a doctor's note, please submit per the directions below.
 - Students must submit a signed note from the parent to Student Services (place in the metal drop-off box) when they return to school that includes the following information: Student's first and last name, I.D. #, grade level, parent contact phone number and signature, and the date(s) and reason for the absence(s). Attach a doctor's note when applicable.

TARDIES: Students report straight to class and are marked as tardy after 8:20 am. After 9:00 am, parents must escort students to Student Services. Parents must also escort their child to Student Services if they have a doctor's note excusing the student's tardy for that day. If no note is produced, the student does not receive an excused tardy.

Early Dismissal



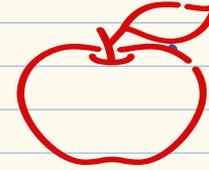
Students are expected to attend a full school day. In the rare instance that a student needs to leave school early, parents/students must follow the Early Dismissal procedure that is designed not to disrupt learning and to enforce safety/security requirements. **Failure to follow the early dismissal procedure will result in dismissal delays due to the staff's inability to go to the classroom and escort the student to Student Services. Therefore, we are unable to get a student for early dismissal after 2:30 pm who have not followed procedures.** Students who follow the Early Dismissal procedure may be released by their teacher until 3:00 pm.

Procedure

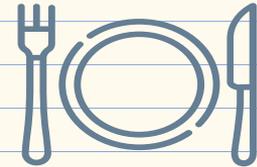
1. Bring a note signed by the parent indicating the following: Student name, student ID number, grade level, the time the student is being picked up, and the name of the person who is picking up the student.
2. Place the note in the drop box by Students Services - a release pass will be given.
3. Show the release pass to your teacher when you enter the class to inform the teacher that you will be leaving early (tell the time/show pass).
4. Leave at the appropriate time and go to Student Services (remind the teacher before leaving class).

School-District Policy: Excessive early sign-outs or unexcused tardies will be addressed on a case-by-case basis to determine if there is a pattern of non-attendance. When a secondary student misses fifty (50) percent or more of a class period due to early dismissal or late arrival to school, the student shall be considered absent and marked absent (per SB Policy 5.09). Additionally, accumulated early dismissals/unexcused tardies may be recorded as unexcused absences consistent with Fla. Stat. § 1003.02(1)(b).

CAFETERIA



- **Breakfast & Lunch are free for all students.**
- Ala Carte items will be available – funds for these items can be placed on your SchoolCashOnline account. No Cash
- If you are getting lunch, wait behind the line.
- You must know your student number (on your schedule). This is your lunch account number.
- If you have your own lunch, find a seat.
- Respect the cafeteria staff and follow directions.
- ID badges are required at all times (once distributed).
- Pick up and dispose of all trash.
- Dismissal: Remain in the courtyard until the bell rings.
- Go immediately back to class.





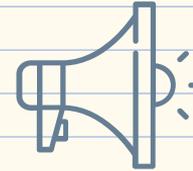
Schedule Changes

- We do not make schedule changes unless it is a scheduling error.
- We place students in classes based on various factors: student achievement, gifted, ESE, major, availability, student ranked choice.
- If there is an error (e.g., in the wrong art major or wrong grade level content class), the student should alert the teacher. Many elective classes have “titles” that do not necessarily match the course. Example: Most 6th grade students will take the course named *CAREER RES & DEC* (**Arts Exploration**)

Athletics/Aktivate Registration Info

Sports Offered

- Baseball and Softball (1st 9 weeks)
- Boys Soccer and Girls Volleyball (2nd 9 weeks)
- Boys/Girls Basketball and Girls Soccer (3rd 9 weeks)
- Boys Volleyball and Boys/Girls Track and Field (4th 9 weeks)
- **Tryout dates will be communicated to parents each nine weeks as soon as the school district provides the school with them.**



Aktivate Student Registration

- **ALL** documents must be fully completed/submitted in [Aktivate](#) and approved by the athletic director in Aktivate before a student may tryout.
- All documents can be found in [Aktivate](#) and under [The Arts and Athletics](#) on the BMSOA website.
 - FHSAA Preparticipation Physical EL2 (May not use the physical form used to register for school)
 - Athletic Eligibility for **Middle School** Students (Must be notarized)
 - Student Medical Consent (Must be notarized)

Athletic Forms

PREPARTICIPATION PHYSICAL EVALUATION (Page 1 of 4)
 This medical history form should be retained by the healthcare provider and/or parent.
 This form is valid for 365 calendar days from the date signed below.

EL2

Revised 4/23

MEDICAL HISTORY FORM

Student Information (to be completed by student and parent) *print legibly*

Student's Full Name: _____ Sex Assigned at Birth: _____ Age: _____ Date of Birth: ____/____/____
 School: _____ Grade in School: _____ Sport(s): _____
 Home Address: _____ City/State: _____ Home Phone: (____) _____
 Name of Parent/Guardian: _____ E-mail: _____
 Person to Contact in Case of Emergency: _____ Relationship to Student: _____
 Emergency Contact Cell Phone: (____) _____ Work Phone: (____) _____ Other Phone: (____) _____
 Family Healthcare Provider: _____ City/State: _____ Office Phone: (____) _____

List past and current medical conditions:

Have you ever had surgery? If yes, please list all surgical procedures and dates:

Medicines and supplements (please list all current prescription medications, over-the-counter medicines, and supplements (herbals, vitamins, etc.)):

Do you have any allergies? If yes, please list all of your allergies (i.e., medicines, pollens, food, insects):

Patient Health Questionnaire version 4 (PHQ-4)

Over the past two weeks, how often have you been bothered by any of the following problems? (Circle response)

	Not at all	Several days	Over half of the days	Nearly every day
Feeling nervous, anxious, or on edge	0	1	2	3
Not being able to stop or control worrying	0	1	2	3
Little interest or pleasure in doing things	0	1	2	3
Feeling down, depressed, or hopeless	0	1	2	3

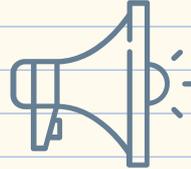
GENERAL QUESTIONS

Explain "Yes" answers at the end of this form.
 (Circle answers if you don't know the answer.)

Yes No

HEART HEALTH QUESTIONS ABOUT YOU

(continued)



THE SCHOOL DISTRICT OF PALM BEACH COUNTY Student Medical Consent for Athletics



Print Student Name _____ Birth Date _____

The student, hereby known as patient, and parent(s) or legal guardian(s) whose signatures are attached below do hereby consent to any and all emergency medical and/or surgical treatment including anesthesia and operations which may be advisable by the patient's physicians and/or surgeons. The intention hereof being to grant authority to administer and perform all and singularly examinations, treatments, anesthetics, operations and diagnostic procedures which may be deemed advisable or necessary. We also agree that the patient, when admitted, is to remain in the hospital until his or her physician recommends that the patient is discharged. (Attach any additional pages, if needed, including any relevant provisions in student's IEP or 504 plan.) In the event of an emergency, reasonable attempts will be made to contact the parent. This would not prevent the emergency health care provider from acting in the best interests of the child.

In witness of our consent and agreement to the matters stated in the preceding sentences, we have subscribed our signatures below:

Signature of Student _____ Date _____

Signature of Parent/Guardian _____ Date _____

Signature of Parent/Guardian _____ Date _____

NOTARY OF PARENT'S/LEGAL GUARDIAN'S OR ADULT/EMANCIPATED STUDENT'S SIGNATURE

STATE OF FLORIDA
 COUNTY OF _____

Sworn to or affirmed and subscribed before me this _____ day of _____, _____
 by _____

(parent/guardian or adult/emancipated student)

Person Present _____ OR Produced Identification _____
 Type of Identification Produced _____
 Signature of Notary Public - State of Florida _____



THE SCHOOL DISTRICT OF PALM BEACH COUNTY
 DEPARTMENT OF SECONDARY CURRICULUM

Athletic Eligibility for Middle School Students

Parents, in order for your son or daughter to be eligible to participate in athletics at his/her middle school during the upcoming school year, you and your son or daughter must complete this form and sign where indicated. **Make sure you read each page carefully before signing!** A parent or the student (if an adult or emancipated) needs to sign in front of a notary. We cannot notarize any papers if they come to us already signed.

Student Name (first, mi, last) _____ Student ID# _____ School Year _____ Date _____

Age _____ Gender _____ Current Grade _____ Name of Parent/Legal Guardian _____

(street, apt. #, city, state, zip code) _____ Student Phone # _____

Enrolled This Year _____ School(s) Attended Last Year _____

Emergency Contact _____ Relationship to Student _____

Home Address (street, apt. #, city, state, zip code) _____ Emergency Home Phone # _____

Physician # _____ Name of Student's Physician _____ Physician Phone # _____

PROOF OF INSURANCE FOR STUDENT

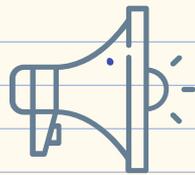
Insurance Company (policy that covers student) _____ Insurance Policy # _____

Policyholder (policy that covers student) _____ Policy Holder's Relationship to Student _____ Policy Holder's Place of Employment _____

ATHLETIC ELIGIBILITY REQUIREMENTS FOR MIDDLE SCHOOL STUDENTS

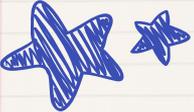
IDENTS AND NEW STUDENTS must have transcripts* on file before an athlete is eligible to participate. OBLIGATIONS must be met before participation in athletics/activities is allowed. OF THIS FORM must be filled out, signed and **MUST BE ON FILE** in Athletic Director's Office ten days prior to the

Athletics/Aktivate



- When registering on Aktivate, please select all the sports your child may tryout for during this school year. This makes it much easier for the school to track who is cleared to tryout for each sport.
- Once your child's documents have been approved, you will receive an email from Aktivate or Register My Athlete stating that the registration is complete.
- Your child's physical will expire 365 days after the date it was conducted. At that point, your child would not be cleared to participate, even if it expires mid-season.
- If a student is on probation, they can still tryout, but cannot participate in practices or games until **ALL probation requirements have been completed.**
- Please visit [The Arts and Athletics](#) on the BMSOA website for additional information including links to help videos for Aktivate.
- For additional questions, please contact Assistant Principal Daniel Stechschulte at daniel.stechschulte@palmbeachschools.org





Transportation

How do you

get to and from school?



How Are You Getting To and From School Each Day?

ALL Car Riders

- Parents must use the designated car drop off/pick-up line entrance off of North Shore. Drive and pull ALL THE WAY UP in the line.
- Students must wait until parent pulls-up to the designated area to get out of or into the car.
- **Morning** - Students must be ready to immediately exit the car in the morning.
- **Afternoon** - Students must watch for their car and move quickly to the pick-up area to get in the car. We do not call out student names - if your child does not come to your car, you will be asked to leave the area and get back in line.
- Parents should not/Students may not be on their cell phones.
- Parents MAY NOT SKIP THE LINE by parking and walking to drop off or get their child during dismissal nor ask their child to walk across the street themselves. EVERYONE MUST REMAIN IN THE CAR AND WAIT IN LINE TO DROP OFF/PICK UP THEIR CHILD from the properly designated location

ALL cars exit out through the main entrance gate



How Are You Getting To and From School Each Day?---Car Riders

Morning Car Riders

- Parents must use the car drop off/pick-up line entrance off of North Shore Dr.
- Gate on North Shore Drive opens at opens at 6:45 am. Form TWO (2) lines.
- **DO NOT ENTER through the MAIN GATE, unless your child is registered in Morning Care**
- Student drop off starts at 7:55 a.m., unless registered in Morning Care.
- Students must be ready to immediately exit the car.

Afternoon (Dismissal) Car Riders

- Parents must use the car drop off/pick-up line entrance off of North Shore.
- Gate on North Shore Dr. opens at 2:30 p.m. 2nd Gate (by marquee) opens at 2:50 p.m. Make sure to form TWO (2) lines (side by side)
- Parents MAY NOT block North Shore Dr. (do not arrive earlier than 2:30 pm)
- Pull all the way up - do not leave gaps in the line.
- Students must watch for their car and move quickly to the pick-up area to get in the car. We do not call out student names - if your child does not come to your car; you will be asked to leave the area and get back in line.

How Are You Getting To and From School Each Day? --- Bus Riders

Bus Transportation

Bak MSOA does not have control of the bus assignment, Tri-Rail assignment, bus drivers, chaperones, rules, or transportation routes.



How Are You Getting To and From School Each Day?

Bus Riders

Questions or concerns
about buses, routes, or
stops...

call Transportation
Services and speak
directly with a

Transportation Liaison



Transportation Call Center

(561) 357-1110

Hours of Operations on scheduled School Days

6:00 AM – 6:00 PM

**For emergency after
hours, call School Police
Main Telephone Number
at 561.434.8700**

How Are You Getting To and From School Each Day?

Bus Riders

- Every students' form of transportation should be registered via "Register My Ride" (car, bus, Tri-Rail, walker)
- If you have concerns about behavior on the bus, contact Assistant Principal, Crystal Clark.
- You may only ride on your assigned bus (am/pm) and get on and off at your assigned bus stop. **NO PASSES WILL BE GIVEN FOR CONVENIENCE, AFTER SCHOOL OBLIGATIONS OR WEEKEND PLANS.**



How Are You Getting To and From School Each Day?

Bus Riders

Answers to Frequently Asked Questions

- **If you want to know if your child is eligible to ride Tri-Rail, do the following:**

Answer "NO" to riding your child's assigned bus. A drop-down menu will appear. Click on the drop-down. If eligible, Tri-Rail will be a choice. If the choice is only Car or walk, then your child is not eligible to ride Tri-Rail.

- **What to do if your child goes between two homes during the week/split custody?**

An appeal can be made to see if a student is eligible to be assigned to two (2) different buses if and only if they live between two (2) homes (split custody) AND the second physical HOME address is in SIS attached to the other parent.

Tri-Rail: Morning (P608) & Afternoon (P.633)

For Times -Go To Tri -Rail Website (Mangonia Station) <https://www.tri-rail.com/>

- Students that do not have a bus assigned to them are eligible to ride Tri-Rail (Tri-Rail riders sometimes are eligible for a bus to the station)
- We do not have control of Tri-Rail times.
- There are district chaperones on Tri-Rail.
- There are designated train cars, but the public may sit on the train cars with the students.
- Students will ride the Tri-Rail for free if the district has designated Tri-Rail as their mode of transportation.
- Passes are issued by Tri-Rail; it takes about 4 weeks (students ride w/o passes); once issued, passes must be worn.
- Issues with behavior on Tri-Rail, contact Daniel Stechschulte.



How Are You Getting To and From School Each Day?

ACTIVITY BUS

- There will be a North and Central Activity Bus available Monday through Thursday for all after school activities that end by 5:00 p.m.
- NOTE: Bus stop locations are not the same as regular bus stops. Activity buses drop students off in an assigned vicinity.
- Activity bus does go to Tri-Rail (no district chaperones are on this train)
- Activity bus stops may be found on the Bak website under School Info and under Arts & Athletics

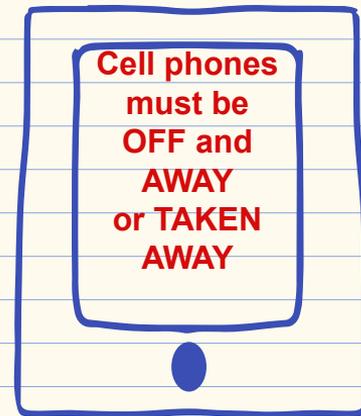
DISMISSAL



When directed by the PA announcer, students may take out their cell phone to see if their parent has changed the method they will go home for that day. When directed, students must turn off and put away their cell phone.

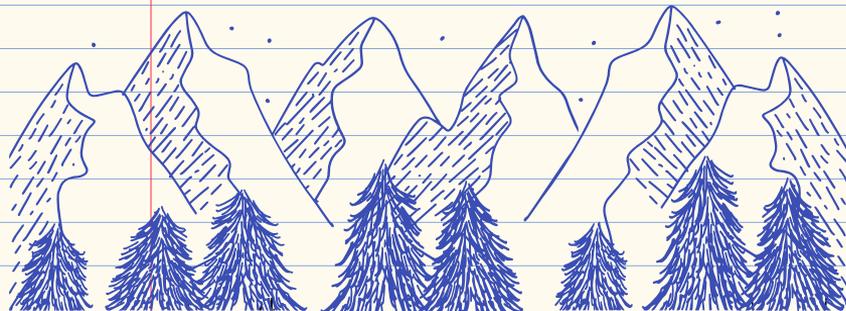
Only those students whose transportation have been called should be out of class. Students must go directly to their mode of transportation. Detentions or other consequences will be given to those who violate dismissal procedures.

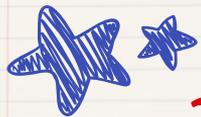
1. LISTEN/WAIT in class for your mode of transportation to be called.
2. Move quickly to your destination.
3. Tri-Rail Students **MUST** go directly to the buses.
4. **PAY ATTENTION** in the car pick-up line.
5. Students may **ONLY** ride their assigned bus.



Tri-Rail 3:10
Car Riders 3:15
Walkers 3:15

Buses & Curtain
Calls between
3:15 and 3:30





First Day Folder



Read & Discuss with your Child



All Documents in the First Day Folder

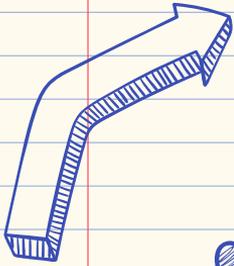
- Complete & Return - **Pre-Printed Registration Form**
- Complete & Return - **Student/Parent District/Schools Rules Acknowledgement (yellow)**
- READ carefully- **For Your Information Document (FYI)**
- READ carefully- **Bak's Statement of Commitment**

Go to **The SDPBC website** to find all District Documents in various languages – click on Students & Parents
<https://www.palmbeachschools.org/>



Bak Website

<https://www.palmbeachschools.org/msoa>



First Day Folder: Please Read, Review, and Discuss

Principal Letter

August 2023



Bak Website: palmbeachschools.org/msoa
School Begins: 8:20 am
Dismissal: 3:10 pm to 3:30 pm

Dear Parent/Guardian,

Welcome to the 2023-24 school year! Bak is a vibrant arts community focused on providing engaging instruction, performances, and unparalleled opportunities and experiences in the arts and academics. We welcome our new students, celebrate our returning students, and welcome new faculty and staff: Caroline Doering - Communications; Amanda Gordon - English Language Arts; Camille Johnson - Theatre; Beatriz Lewis - English Language Arts; Alyssa Vaknin - Reading; Robin Taverna - School Counselor; Karyna Kanhoye - Data Processor; Yaritza Dominguez Soto - Bookkeeper. We also said our heartfelt "goodbyes" to the following faculty and staff: Erin Amico - Theatre, Elizabeth Borna - Communications; Kim Carey - English Language Arts; Rossana De La Roche - Principal's Secretary, Pamela Jackson - School Counselor, Tammy King - Data Processor, Carmen Martinez - Reading. We appreciate their contribution to the Bak Family and wish them the best!

Our mission each year is to empower students to gain the knowledge, skills, and self-confidence to achieve their goals in the arts, academics, and in life. As we prepare to provide a dynamic and rigorous academic and arts education, there is a continued concentration on culture and relationship building with our faculty, staff, students, parents, and our community. It is especially important that we are united in our efforts.

Being a member of the Bak MSOA family is truly a unique and rewarding experience. As a leader in the arts and in academics, there are numerous contributing factors to our success. We have a talented student body, dedicated and highly qualified faculty and staff, and the unending support of our parents, Bak PTO, and the MSOA Foundation. Our nationally recognized Arts Program continues to impress, entertain, and reach new levels of excellence. The 2023 school grades are not planned on being released until November. However, in 2022 Bak ranked #1 in academic achievement compared to all schools in Palm Beach County, #3 of all middle schools in the State of Florida, and in the top twenty of all schools in the State of Florida. This unparalleled excellence in the arts and academics is to be celebrated and it sets the stage for another remarkable school year.

The opportunities our students receive would not be possible without the support of the MSOA Foundation and Bak PTO. Bak's fundraising and arts fees cover some costs, but the Foundation supplies funding to support Artists in Residence, master classes, guest artists, individual/group lessons, consultants, competitions, and replace outdated/inoperable technology or equipment. Please donate what you can to the MSOA Foundation (msoafoundation.org). The hardworking Bak PTO is a collective group of resolute parents who provide immeasurable support and resources to our students and faculty. They provide mini grants to faculty, purchase materials, organize extraordinary events for students, faculty, and staff throughout the year. Additionally, the Bak PTO recruits and organizes volunteers that enable us to have the needed personnel to support student activities, events, and performances. Families are encouraged to join the Bak PTO (Bakpto.com).

Last school year we received new academic standards in English Language Arts and math - Benchmarks for Excellent Student Thinking (B.E.S.T.) Standards, and new state-wide assessments. These new assessments included new test designs, protocols, and requirements. As always, our students were well-prepared and gave their best effort. This year, the state adds writing to the assessment requirements for grades 6-8. No matter what changes and challenges we face, Bak's faculty and staff are steadfast in our commitment to provide all students with experiences, opportunities, and an education that increases achievement, nurtures talent, develops creative thinking, and fosters individualism and citizenship. We look forward to collaborating with you in our quest to reach each child's potential.

Let the journey begin,
Sally Rozanski
Principal

Please read the back of this page for more information.

SY24 Bak MSOA: For Your Information

SY24 BAK STUDENT & PARENT HANDBOOK: FOR YOUR INFORMATION (FYI) 7/18/23

Welcome to the 2023-24 school year! Bak is a unique arts community that promotes creativity, responsibility, and citizenship both on and off campus. Faculty, staff, and administration work with students and parents to create a caring, supportive, and nurturing environment. In this free and open environment, a level of order must be maintained. The partnership between the school and home is essential as we help students reach their potential in the arts and academics. Whether this is your first year at Bak or you are a returning student, all students and parents should read, review, discuss, and understand the information, rules, policies, and procedures contained in this document in the First Day Folder, the SY24 Standards of Excellence and Statement of Commitment, the SDPBC Student Code of Conduct and Student and Family Handbook. Non-adherence to district/school rules will result in consequences as outlined in this document and based on the SDPBC Student Code of Conduct. The Bak Family is a powerful community when we all work together! This document should be used as a students and parents throughout the school year.

Bak MSOA Website: palmbeachschools.org/msoa
Where to get essential school & district information
The Main Number - 561-882-3870

General school business or leave a message for a teacher
Student Services - 561-882-3849 or 561-882-3871
Information and assistance to parents and students

Principal, Sally Rozanski
Confidential Secretary, Michelle Bauer
561-882-3844

Assistant Principals (A.P.)
Students are assigned an A.P. by their last name

- Misty Connelly (A-F) 561-882-3818
- Daniel Stechschulte (G-O) 561-882-3874
- Crystal Clark (P-Z) 561-882-3840

School Counselors and 504 Plans
Students are assigned a school counselor by their last name

- Robin Taverna (A-F) 561-882-3825
- Kelly D'Agostino (G-O) 561-882-3887
- Sonia Parikh (P-Z) 561-882-3860

ESE Contact - Laurie McCormick 561-882-3852
ESE Contact (EP - Gifted and ESE - IEP)

School Mental Health Professional - Mia Terrazas 561-882-3824
Providing services and support to our students

Bookkeeper - Yaritza Dominguez Soto 561-882-3827
School Cash Online/Check Inquiries

Data Processor/Registrar - Karyna Kanhoye 561-882-3884
Immunizations, transcripts, student records, Change of address or other registration information

Media Specialist/ SIS Manager - Micah Kossove 561-882-3841 or 561-882-3865

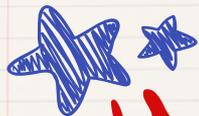
School Nurse/Health Room - 561-882-3883

School Police Officer - Donald Silva 561-882-3896

Cafeteria Manager - Karen Corea - 561-882-3807
Breakfast and lunch are free for all students

District emails follow the same format - *firstname.lastname@palmbeachschools.org*

PLEASE REVIEW, SIGN PAPERS, PAY FEES, KEEP PAPERS FOR FUTURE REFERENCE.



IMPORTANT:

The For Your Information (FYI) is the most important document for you to know and reference throughout the year.



Please Review, Complete, Sign & Return Students returns paper on Friday to 2nd Period Teacher

Students must return this completed form to their 1st or 2nd period teacher by 8/14/23
THE SCHOOL DISTRICT OF PALM BEACH COUNTY SAFE SCHOOLS

Parent/Student Acknowledgments of Student Rules and Regulations of Operations

"Wherever the word 'parent(s)' appears, it shall also refer to 'guardian(s)' or persons acting as a parent." Further, wherever student responsibilities are described, it is understood that parent(s) jointly share those responsibilities with their children.

Student First Name	Last Name	Grade
--------------------	-----------	-------

Answer the questions by circling Yes - or - No Do you have internet at home? Yes - or - No	Do you have a computer that you can use at home? Yes - or - No	Do you have a cell phone that you can use at home? Yes - or - No
---	--	--

Students, parents*, teachers, counselors, administrators, and office staff all have important roles to play in our schools. Rules have been made to address possible problems that may occur. Like laws, rules apply to everyone. They work only when everyone knows what they are.

The Student and Family Handbook lists many of the School District rules for students in Palm Beach County. The rules apply to all activities occurring on school grounds, on other sites being used for school activities, and for any vehicles authorized for the transporting of students. Please read the rules carefully. Parents, students, school faculty, and staff need to know the rules. Since parents can be held responsible for the actions of their children, it is important that they are aware of the rules and consequences if the rules are broken.

Parents need to become involved in the education of their children and have the responsibility to provide the school with the current emergency contact person(s) and telephone numbers. They also have the responsibility to notify the school of anything (such as medical information) that may affect their child's ability to learn, to attend school regularly, or to take part in school activities.

Signed forms must be part of every student's record. Your signature below means that you have reviewed the Student and Family Handbook and know the rules. (It does not mean that you agree or disagree with them.)

PBSD 1910 (Rev. 3/11/2015)

 SY24 Bak MSOA: Parent/Student Acknowledgements of District and School Student Rules and Regulations
Where Inspiration Meets Endless Possibilities

Your signature below also means that you have reviewed and discussed the contents of the SY24 Bak MSOA First Day Folder, including the SY24 Bak MSOA's FOR YOUR INFORMATION, SY24 Bak Statement of Commitment and Standards of Excellence, and both parent(s) and student know, understand, and acknowledge these rules, policies, and procedures. Only by working together can we help your child gain the knowledge, skills, and self-confidence to reach their potential in the arts, academics, and in life.

Signature of Student	Student I.D. Number	Date
Print Name of Parent	Signature	Date
Print Name of Parent	Signature	Date

You and your child are acknowledging the rules, policies, and procedures of the District and Bak MSOA

Identify if you have the following at home:

1. Internet
2. Student has access to a computer
3. Student has access to a cell phone

New & Returning Student Registration

Parent completes/signs - Student returns to 2nd period teacher on Friday

THE SCHOOL DISTRICT OF PALM BEACH COUNTY
TEACHING AND LEARNING

New and Returning Student Registration

OFFICE USE ONLY

Student Number	School Number	Transportation	Grade	EN CD	FLEID	Entry Date	SIS Entry	Birth Verification	Address Verification

Complete **ALL AREAS** on this form. Do not leave any area unanswered. Correct any preprinted information. A registration must be completed for each student each school year.

Student First Name	MI	Last Name	Suffix	Student Preferred Name

PER THE DISTRICT: AFFIRMING OUR STUDENTS WILL OFTEN COME ABOUT BY CALLING STUDENTS BY THEIR PREFERRED NAMES. IN ORDER TO AFFORD EACH STUDENT THE OPPORTUNITY TO BE CALLED BY THEIR PREFERRED NAME. PROCEDURES MUST BE FOLLOWED WHENEVER A STUDENT (OR PARENT /LEGAL GUARDIAN OF A STUDENT) REQUESTS THAT THE STUDENT BE CALLED BY A NAME OTHER THAN THEIR LEGAL FIRST NAME.

NEW AND RETURNING STUDENT REGISTRATION FORM (PBSD 0636) HAS A FIELD IN THE FIRST LINE TITLED "(STUDENT PREFERRED NAME)". PARENTS COMPLETE THIS FORM WITH THE PREFERRED NAME AND ANY OTHER UPDATES. THE FORM IS RETURNED TO SCHOOL WITH PARENT SIGNATURE.

New & Returning Student Registration

- Parent completes/signs - Student returns to 2nd period teacher on Friday

Essential Health Information must be completed. If you do not select "YES" for the "Consent for Health Care Services and/or Emergency Care", you child will NOT be provided care or treatment for illness and injury and/or emergency care. Students will not be able to go to the Health Room or get care/treatment or medication from the nurse.

HEALTH INFORMATION			
As scheduled in the School Health Services Plan, students will receive non-invasive health screenings pursuant to Florida Statute 381.0056(6)(e). I give permission for my child to participate, check the following:*			
Vision <input type="checkbox"/> Yes <input type="checkbox"/> No	Hearing <input type="checkbox"/> Yes <input type="checkbox"/> No	Scoliosis <input type="checkbox"/> Yes <input type="checkbox"/> No	HT/WT/BMI <input type="checkbox"/> Yes <input type="checkbox"/> No
Dental <input type="checkbox"/> Yes <input type="checkbox"/> No	*Permission is valid until revoked by parent. See District Student and Family Handbook for more information.		
Sodium Fluoride Program: This program is offered at schools without fluoride in the local water supply. I give permission for my child to participate in the sodium fluoride program to prevent tooth decay. <input type="checkbox"/> Yes (permission is valid through grade 5) <input type="checkbox"/> No			
Student health insurance (check all that apply): <input type="checkbox"/> Medicaid <input type="checkbox"/> Healthy Kids/Kid Care <input type="checkbox"/> Private <input type="checkbox"/> None			
Student has life threatening allergies? <input type="checkbox"/> Yes <input type="checkbox"/> No	Allergy	Physician Name	Telephone
Consent for Health Care Services and/or Emergency Care: Schools may provide care and treatment for illness and injury and/or emergency care for students. I give permission for my child to receive care. <input type="checkbox"/> Yes <input type="checkbox"/> No			
List medical concerns.	Student takes medication? <input type="checkbox"/> Yes <input type="checkbox"/> No List all medications.		

PBSD 0636 (Rev. 6/29/2022) RECORD COPY - Student Cumulative Record Folder Page 2 of 3

Nurse Lindsay Felizzola

Lfelizzo@hcdpbc.org

will be at Bak

on 8/8

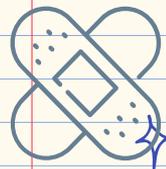
from 8:00-3:00pm

&



on 8/9 from 8:00-3:00pm

(out of office noon to 1pm)



Parent Guide for Medications at School

The student's parent must answer "YES" on the New and Returning Registration Form for the *Consent for Health Care Services and/or Emergency Care* question before the nurse is able to accept medication and/or dispense the medication. We will have a form for you to complete if you come to school on August 8th or August 9th (form attached).

Consent for Health Care Services and/or Emergency Care: Schools may provide care and treatment for illness and injury and/or emergency care for students. I give permission for my child to receive care. Yes No

The following is required before any medication can be taken by or administered to a child on school grounds:

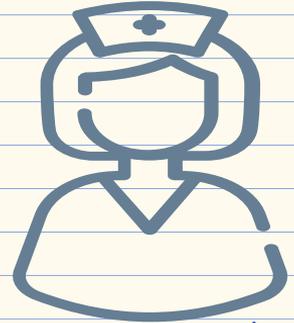
1. A new **Authorization for Medication/Treatment Form** is required each school year and for any changes to the current order during the school year.
 - The form (available in the physician's office) must be completed by the **prescribing physician** for all medication.
 - **Form fields must be completed:** Medication name, medication form, start and stop date, diagnosis, student name and date of birth, allergies, dose of medication in mg, time and frequency, stored in the health room or carried on person, and desired action of the medication.
 - The form must also have the **parent signature** completed in order for medication to be administered.
2. **Prescribed and Over-the-Counter Medications:**
 - Prescribed medication must be in the **original container with a pharmacy label, not expired and matching the current physician's order**. When filling your prescription, request the pharmacy labels' expiration date state, "**See Manufacturer's Medication Expiration Date.**"
 - Over-the-counter medications must also be in the **original unopened container, not expired and labeled with the child's name**.
 - Medication must be **delivered to the school by an adult**, not your child. A medication count and co-signature for the delivery and receipt of the medication will be required.
 - A **current photo** of the child is required for identification purposes and will be attached to the medication record. **The photo must be delivered with the physician's order and medication.**

** Please make sure that the physician fills out all fields on the Physician Authorization form completely. These fields must match what is written on the pharmacy label. **

Health Room/Clinic



- The Health Room is open during regular school hours and is staffed by a registered nurse
- If students become ill or injured during the school day, they will be escorted to the Health Room IF the student has approval from parent (parent must indicate choice on Registration Form)
- If a student goes to the health room because they are feeling ill or due to injury, the parent will be called to pick -up the students.
- The students must be picked up in timely manner by a parent, guardian, or a person on the student's contact list.
- Students **MUST** know how to get in contact with their parent/guardian.



2024 CURTAIN CALLS: BAK MSOA BEFORE & AFTER-SCHOOL PROGRAMS

Welcome to Curtain Calls! The goal of the program is to provide a safe environment for students to grow academically, socially, and physically.

QUESTIONS/CONCERNS: Please direct any questions/concerns to Shakendra Moorer, Director of Curtain Calls, at shakendra.moorer@palmbeachschools.org.

TRANSPORTATION: Afternoon activity buses will be available starting on **Monday, August 21, 2023**. Routes for the Activity Buses will be listed, when available, on Bak's website under School Info. Routes and times are subject to change. Buses are provided **ONLY Monday through Thursday**. The activity buses leave campus approximately at 5:15 pm each day. One of the buses will drop-off students at the 45th Street Tri-Rail Station for Tri-Rail riders. There are no SDPBC chaperones on this train.

REGISTRATION: Enrollment is on a first come, first served basis. **Parent/Guardian must follow and complete BOTH steps below to fully register their child in the morning program and/or afternoon program:**

- o **Complete the registration form:**
 - o Complete the digital registration <https://forms.gle/YBsKt5HAXF2kdjdY8> (quickest method) - OR -
 - o Have your child get the registration form in Student Services. Complete the form and email it to Shakendra Moorer, Director of Curtain Calls, at shakendra.moorer@palmbeachschools.org.
- o **Pay the registration fee** (if your child receives for Free OR Reduced Lunch, see section b.)
 - o Pay a \$25.00 dollar registration fee on SchoolCashOnline: <https://palmbeach.schoolcashonline.com/>
 - o If the child qualifies for the Free or Reduced Lunch Program, email the qualifying documentation for Free or Reduced lunch to Shakendra Moorer at Shakendra.moorer@palmbeachschools.org.

MEDICAL NEEDS/TREATMENTS:

If your child needs or may need administration of medicine (prescription or over-the-counter medicine) or medical treatment and the medication/medical treatment is not currently stored in the school health room, the parent/guardian must do the following before their child may attend Before or After Care:

1. Obtain a completed Physician Authorization Form from your child's health care provider. No Tylenol or fever reducing medicine will be administered.
2. Return the Physician Authorization form to the sponsor by the designated deadline.
3. Abide by Board Policy 5.321, Administration of Student Medication/Treatment.
4. Inform Director if there are changes to the child's medical history, administration for medication/medical treatment. An updated Physician Authorization Form is required for any changes to the student's medication/medical treatment, e.g., dosage, frequency, etc. The Physician Authorization Form must match the medication/treatment provided.

NOTE: A delay of start date may occur depending on the training needed to administer the medical needs or treatment for the child. Students may not attend the program until school personnel receive the appropriate forms, documentation and/or medical training from district-designated personnel.

SCHEDULE - Morning and Aftercare (After-School)

Morning Program (AM)

Begins Wednesday, August 10th and ends May 30, 2024. The morning program begins at 7:00 am and ends at 8:00 am. Students "sign-in" at Student Services and will proceed to the media center or cafeteria. Homework assistance is available. Breakfast is free for all students. Breakfast begins at 7:45 am.

Aftercare Program (PM) – ONLY Monday – Thursday (NO AFTERCARE ON FRIDAYS)

Begins Monday, August 22nd and ends on Thursday, May 23, 2024. Afternoon program is **Monday-Thursday ONLY**. The afternoon program begins at 3:30 pm and ends at 5:30 pm. Each student is provided a snack and drink.

A. Homework (45 minutes to one hour)/Other Required Activities

All students will work on their homework assignments for at least 45 minutes. Students that are selected and invited/required to participate must regularly attend after school tutoring, Course Recovery, or a mentoring program. If students are not assigned homework by their teacher, they will be given an academic assignment or assist peers in assignments. After homework or the previously mentioned programs, students will choose an activity to participate in for the remainder of the session (see below for examples).

B. Activities (all activities end by 5:15 pm): Below are some activities (additional activities will be added):

- Sports, recreational & board games, robotics, arts and crafts, girls talk, fashion, and dance.
- Step Team may be available for sign-up and/or audition.

Interested in Morning & After Care (Curtain Calls)?

First Day Folder:
Morning Care Begins August
10th & After School Care
Begins August 21st
There is also online
Registration via Bak website
under school info
and payment via
SchoolCashOnline

**QUESTIONS: CONTACT
SHAKENDRA.MOORER
@PALMBEACHSCHOOLS.ORG**

Our STAR

Matrix

Being a STAR

"Artizen"

Matrix in

Agenda



SAFE

TRUSTWORTHY

ACCCEPTING

RESPECTFUL



✧ ✧ Important
Rules, Policies,
and Regulations ✧ ✧

Bak Parents/Guardians/Students - This document is a copy or an updated copy of the Standards of Excellence (Bak Choice Contract) you & your child signed before your child attended Bak MSOA. Please make sure that you review the SY24 Bak Middle School of the Arts Standards of Excellence and Statement of Commitment with your child.

SY24 Bak Middle School of the Arts Standards of Excellence

The *Standards of Excellence*, which serves as the *Choice Contract*, sets clear academic, attendance, behavior and art area expectations. Students who do not meet the *Standards of Excellence* are placed on probation and receive the Probation Agreement that outlines the terms, conditions, and interventions. Students and parents must sign and return the probation agreement. During the probationary period, students receive interventions/ consequences and are closely monitored to provide guidance and support. A School Committee and/or Exit Committee reviews the student's progress to determine the next *Course of Action*. Students who have been on probation more than twice during their time at Bak MSOA may be exited from the school immediately* or at the end of a quarter/semester/year. All exit procedures will follow the most recently adopted Board Policy 5.016. An appeal of an involuntary exit decision may be made by the parent/legal guardian of the student - the request for an appeal must be made in writing (PBSD 2418) within five (5) school days from the school's written notice of its decision to exit the student. There is no readmission to Bak Middle School of the Arts (during the school year or in subsequent years) for students that are exited or for those students who withdraw/leave by choice.

Course of Action

- I. Remove student from probation.
- II. Determine that the student remains on probation.
- III. Conduct an Exit Committee Meeting which will determine if the student may remain at BAK MSOA or the student will be exited at the end of a quarter/semester/year, or will be immediately exited from Bak MSOA and assigned to his/her home school or an alternative school, as appropriate.

Grade Six Standards of Excellence

Art Major - A student must earn a minimum grade of "C" for each art major class for each quarter.

Conduct in All Courses - A student may not have more than TWO conduct grades of "2" and no conduct grade(s) of "1" for the First Quarter or Second Quarter. A student may not have more than ONE conduct grade of "2" and no conduct grade of "1" for the Third Quarter and/or Fourth Quarter.

Grade Seven Standards of Excellence

Art Major - A student must earn a minimum grade of "B" for each art major class for each quarter.

Conduct in All Courses - A student may not have more than one conduct grade of "2" and no conduct grade(s) of "1" for any quarter.

Grade Eight Standards of Excellence

Art Major - A student must earn a minimum grade of "B" for each art major class for each quarter.

Conduct in All Courses - A student may not have any conduct grades of "2" or "1" for any quarter.

Academic Standards for All Grade Levels - It is essential that students do not have gaps in their education. Therefore, students who earn a failing quarter grade in English, Math, Science and/or Social Studies must attend Middle School Course Recovery (after school or in the summer) and improve the failing grade(s) BEFORE the end of the next quarter. Students who do not attend course recovery and/or do not improve the failing grade(s) in the allotted time are placed on probation.

Attendance Standards for All Grade Levels - Bak is a performance-based arts school, so it is essential that students regularly attend school and arrive to school on time. Students that have 5 unexcused absences within a month or 10 days of unexcused absences within a 90-day period will be placed on probation.

Behavior Standards for All Grade Levels - It is essential that students exhibit and maintain behaviors that are not in violation of classroom, school and/or district policies. Students who receive a discipline referral are placed on probation for their violation of the SDPBC Student Code of Conduct. Some violations, even though they may not be documented on a referral, may result in the student being placed on probation.

*A Choice Student who engages in a level 3 or 4 offense as described in the SDPBC Student Code of Conduct will be immediately scheduled for an Exit Committee meeting. The Exit Committee will determine whether the student will be immediately exited from Bak MSOA or the student may remain at Bak MSOA. Additional conditions may be implemented based on the decision of the Exit Committee (e.g., Last Chance Agreement, exited at the end of a grading period).

The Standards of Excellence was developed to set clear behavior, academic, attendance, and art area expectations. Students who do not meet the Standards of Excellence are placed on probation and receive a probation agreement that outlines the terms, conditions, and components of the probation.

**PLEASE REVIEW THE
STANDARDS OF
EXCELLENCE WITH YOUR
CHILD**

**See SDPBC Student Code
of Conduct:**

<https://fl50010848.schoolwires.net/Domain/504>

Dress Code

At Bak MSOA creativity and self-expression are fostered, but there are attire parameters set forth by the School District of Palm Beach County's School Board Policy (5.182) and Bak MSOA. Attire means clothing, jewelry, headwear, book bags, accessories, or other articles of personal appearance.

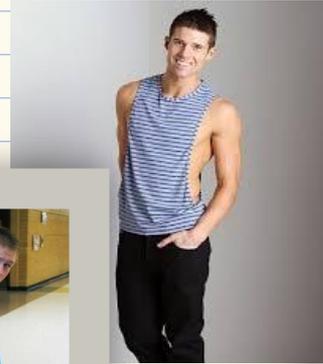
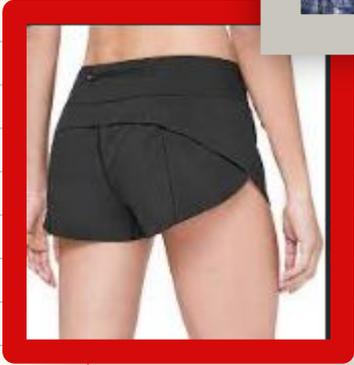
• How do I know if my shirt/top is "long" enough? **The top can be tucked-in** and remain tucked-in to the lower garment when the lower garment is appropriately worn. Another guide: **The top must naturally fall at least three inches below the natural waistband**/hipband of the lower garment that is being worn.

• How do I know if my shorts/dress/skirt/skort is "long" enough? The garment's length is at or below the student's index finger when the arms are naturally placed by the student's side. A quick guide for shorts - **a minimum of a 4-inch inseam must be worn.**





What NOT
to wear...



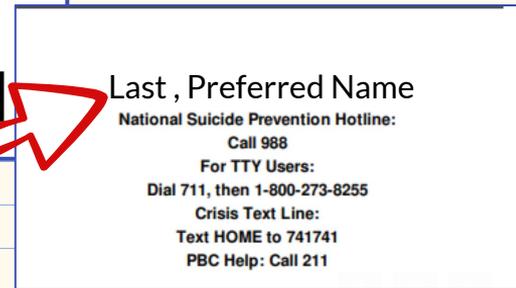
Student ID Badges

- Student are given a Student ID Badge on the 1st day of school
 - Student will receive a 2nd ID free of charge in September, once school pictures have been uploaded to SIS. You may no longer purchase a badge.
 - ID must be visible at all time. The ID must be worn a lanyard around neck: while in school, on school-sponsored trips, events, and transportation.
 - ID are needed for breakfast, lunch, transportation, 8th grade lunch
- Note: Students must report to Media Center to get a replacement I.D. -results in a consequence.
- Not wearing your ID will result in consequences based on the Student Code of Conduct (e.g., detention) No additional warning will be given).
 - Refer to For Your Information (FYI) document for additional information.



Front

Back



Cell Phone & Electronic Devices Policy

off * Away * Take Away

ALL ELECTRONIC DEVICES MUST BE TURNED OFF!

School Board Policy 5.183

Students must store/secure their cellular phones or wireless devices in purse/backpack/non-visible location. This includes wireless earbuds, Apple or Smart Watches.

Your teacher or administrator may allow you to use your electronic devices. No pictures or video may be taken, stored, or sent to any device. **WE JUDICIOUSLY ENFORCE THE SDPBC RULES.** No additional "warning" will be given.

Per SDPBC policy, "Any cellular phone or wireless communication device possessed or used in violation of this policy shall be confiscated by school personnel" and "only returned to the student's parent/guardian or another adult designated by the parent/guardian."
Pick-up times for confiscated devices: School days from 8:45 am to 2:00 pm & 3:45 pm to 4:30 pm.
Students may use the school phones in Student Services when they have a pass from a faculty/staff member to use the phone. **Consequences:** Confiscation of the device (parent must pick up) as listed on the CBIR form or Discipline Referral per the SDPBC Student Code of Conduct. *House

Always a SDPBC Policy, now the law! Bill HB 379: No wireless communication devices used during instruction unless directed by teacher (educational purpose only)



Bak: Technology & Equipment Be Responsible

Always a SDPBC Policy...Now a Law - House Bill HB 379 - Prohibits using, unless directed, using district internet for any Social Media Platforms (e.g., TikTok, Discord, Twitter, Snapchat).

Social Media: - Even if comments, pictures, videos, etc are posted after school, if it causes a disruption at school - Student will be held accountable - Student Code of Conduct*

TECHNOLOGY RULES/POLICIES/PROCEDURES & EQUIPMENT ACKNOWLEDGEMENT

Bak provides state of the art technology tools and specialty equipment through the funding from various sources. Students have access to a multitude of online resources and technology are designed to enhance teaching and learning. Bak's technology and equipment includes, but is not limited to, the following: laptops, desktops, Chromebooks, Mac labs, iPads, digital cameras, interactive flat screens, video and sound equipment, television cameras, and various other academic/art area specific equipment. The district's computers and network resources are the property of the district. Users shall have no expectation of privacy in anything created, stored, sent, received, or displayed on or over the district's computers or network resources, including personal files and electronic communications. Students may not bring a laptop/Chromebook/Ipad for use in the classroom - students must use the district provided equipment. It is essential that all stakeholders understand and abide by school, district, and state rules, policies, and procedures while in-school and out-of-school and understands the consequences for non-adherence. Students are accountable for the replacement and/or repair of student-owned technology/equipment if damage occurs due to misuse, violations, and/ or reckless behavior. Additionally, any technology/wireless devices that students possess at school, on district provided transportation, or on school-sponsored activities are subject to all school & district rules, policies, and procedures. Non-adherence/violations of district/school/state rules, policies, and procedures will result in consequences as outlined in the Student Code of Conduct and Florida Statutes (when applicable).

Some of these expectations include, but are not limited to, the following:

1. Abide by classroom, school and district rules, policies, and procedures (State Statutes may also apply).
2. Use technology, equipment, and resources as assigned by school personnel in the way they were intended.
3. Protect yourself and others by reporting abuse.
4. Report any damage, misuse, or concerns immediately to school personnel (when it occurs/is discovered).
5. Report any classroom related program/technology concerns to the teacher when they occur.
6. Make sure to change your "generic" password to a unique password.
7. Accept financial responsibility if your actions cause needed repairs or irreparable damage to a desktop, laptop or Chromebook, and other school materials (it becomes a part of a student's financial obligations).
8. **Do not use technology to communicate (gather, send, post) personal information or information that is not specifically related to the lesson or activity given by the instructor/school personnel.**
9. Do not have food, liquids, or candy of any kind when working with technology/equipment.
10. Do not video record, audio record, photograph, live stream, or transmit anything while on school campus or while on district/school-sponsored transportation or while on off-campus activities.
11. Do not share your username/passwords, nor use any other student's/staff member's personal information.
12. Do not forward inappropriate materials/communications.
13. Do not use inappropriate, offensive, or threatening comments/language; do not misrepresent your identity and/or conduct disruptive behavior.
14. Do not use cell phones and other personal wireless technology (ear buds, Apple/Smart watches) unless directed by the teacher/administration. These items must be "off and away" or they will be taken away!
15. Do not post to social media (remember - you may not use your cell phones or wireless devices while at school, on district/school provided transportation, and/or on school-sponsored events).
16. Read, understand, and adhere to the above conditions, as well as the Student Code of Conduct, SDPBC documents, and Florida Statutes (when applicable).

Students received clear explanation/expectation in a variety of ways regarding these rules/policies/procedures. Therefore, non-adherence will immediately result in consequences based on the Student Code of Conduct. Depending on the location and level of infraction, consequences may include, but are not limited to, drop in conduct grade, after school or lunch detention(s), discipline referral.

CBIR FORM

Corrective Behavior Intervention Report

THE SCHOOL DISTRICT OF PALM BEACH COUNTY
Corrective Behavior Intervention Report
VERBAL COUNSELING VERIFICATION

School Name _____ Incident Date _____
Student # _____ Student _____

Talking Disruptive Behavior Disrespectful Food / Drink / Gum Profane Language Tardy Cheating
 No Materials Dismissal w/o Permission Out of Assigned Area Computer Misuse Dress Code Violation
Other _____

Brief Summary _____

Classroom Intervention _____

Signature of Student _____ Date _____ Signature of Teacher _____ Date _____

WRITTEN COUNSELING VERIFICATION

Student # _____ Student _____ Incident Date _____

Talking Disruptive Behavior Disrespectful Food / Drink / Gum Profane Language Tardy Cheating
 No Materials Dismissal w/o Permission Out of Assigned Area Computer Misuse Dress Code Violation
Other _____

Brief Summary _____

Classroom Intervention _____

Signature of Student _____ Date _____ Signature of Parent _____ Date _____ Signature of Teacher _____ Date _____

SECOND COUNSELING VERIFICATION

Student # _____ Student _____ Incident Date _____

Talking Disruptive Behavior Disrespectful Food / Drink / Gum Profane Language Tardy Cheating
 No Materials Dismissal w/o Permission Out of Assigned Area Computer Misuse Dress Code Violation
Other _____

Brief Summary _____

Classroom Intervention _____

Signature of Student _____ Date _____ Signature of Parent _____ Date _____ Signature of Teacher _____ Date _____

PSBD 2654 (Rev. 08/21/2012) White - Student Yellow - Student/Parent Pink - Student/Parent Golden Rod - School Office/Student's Folder

- Documents rule violations
- A home/school communication tool
- Provides interventions/support to help the student correct behaviors and have a positive school experience

Completed CBIR forms can result in:

- A “1” or a “2” in conduct
- Detentions
- Loss of privileges
- Referral to Administration

NOTE: A SDPBC Discipline Referral may be issued



A Safe and Secure Environment.

We have policies and procedures in place that all students, faculty, staff, District personnel, visitors, parents, and volunteers must follow. (e.g. wear issued ID badge).



Dedicated School Police Officer – Officer Donald Silva & a School Monitor.

All visitors must go through a procedure before coming on campus, please see your For Your Information (FYI) for full details.



Once school begins, all students that are tardy must enter through Student Services. Single Point of Entry!

REPORT IT!



Don't share it, spread it, or post it!

It is crucial that if students, parents, and faculty/staff see, hear, or know about threats, suspicious activity, bullying, or any student/school safety or security concern, they should report it immediately to school administration, district personnel, school police, and/or local police. Timely reporting is essential to ensure that action can be taken. There are various reporting methods to use (both anonymously and non-anonymously):

School administration during school hours - make sure you make personal contact. Report BEFORE you leave campus.

District's Bullying hotline at 561-434-8200 or complete a form at <https://www.palmbeachschools.org/cms/one.aspx?pageId=6948837>

StudentProtect app - Collaboration between the SDPBC, District Police Department and Palm Beach County Sheriff's Office website: <http://www.studentprotectapp.com/pbc/>

FortifyFL - automatically routes your tip report to the appropriate law enforcement agencies and school officials. You can submit a tip online and the app can be downloaded through the Apple App Store or Google Play. Go to: <https://www.getfortifyfl.com/>



FORTIFYFL

SUSPICIOUS ACTIVITY REPORTING APP



Anonymous

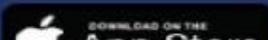


Convenient



**Include Photos
and Videos**

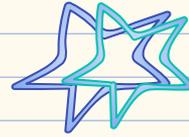
GetFortifyFL.com



GET THE APP NOW!



Report it: FortifyFL



FortifyFL was created and funded by the 2018 Florida Legislature as part of the Marjory Stoneman Douglas High School Public Safety Act. FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials. This automatically routes your tip report to the appropriate law enforcement agencies (state and local) and school officials. All students have the FortifyFL icon on their Student Portal. You can submit a tip online and the app can be downloaded through the Apple App Store or Google Play. Go to: <https://www.getfortifyfl.com/>

How To Report



To make a report locate the FortifyFL icon displayed to your left. The icon is available on all school computers.



Spreading Rumors

The spreading of information or perpetuating rumors either in school and/or on social media does not help resolve an issue or a concern; it makes matters worse. If the use or posting to a social media site creates a substantial and material disruption on a school campus, regardless of time or location while posting to a social media site, the student(s) will be subject to the behavioral standards set forth in the Student Code of Conduct. School Disruption is a Level 3 offense, which could result in the student(s) immediate exit from Bak MSOA. Please speak to your child so he/she understands the importance of responsible citizenship.

Characteristics of Bullying & Harassment

- Was the behavior committed intentionally to inflict harm on the other?
- Was there an imbalance in the physical, social, or emotional power between the students?
- Was the behavior inflicted repeatedly?
- Is there a pattern to this behavior or situation?

where do I go if I am being bullied or harassed? what do I do if I know someone who is being bullied or harassed?

- 1: IMMEDIATELY Tell a Teacher, Counselor, or Administrator before leaving campus
2. If on bus, tell driver/ Tri-Rail, tell Chaperone
3. Submit - Bully Report via email <https://sites.google.com/palmbeachschools.org/bully>
4. Call District's hotline at 561-434-8200



Cyber Bullying & Online Safety

What can you do?

Do Not Be a Victim and Don't be an Aggressor!

**AVOID
THE
RISKS**

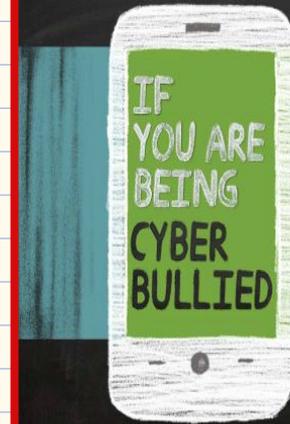
SENDING mean messages

POSTING inappropriate pictures

TALKING to people you don't know

VISITING adult sites

NetSmartz Workshop



DON'T respond

BLOCK the bully

SET UP new accounts

MAKE a report

TELL an adult you trust

NetSmartz Workshop

**PRIVACY
RULES**

DON'T share personal information

USE privacy settings

CHOOSE APPROPRIATE screennames

ONLY accept friends you know in real life

DON'T make jokes that are threats



NetSmartz Workshop

Before you message

Before you type

Before you share

Before you comment

Before you like it

Before you post

Before you speak:

THINK



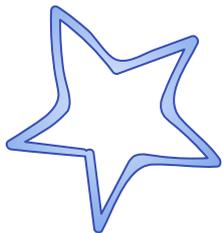
T = Is it True?

H = Is it Helpful?

I = Is it Inspiring?

N = Is it Necessary?

K = Is it Kind?



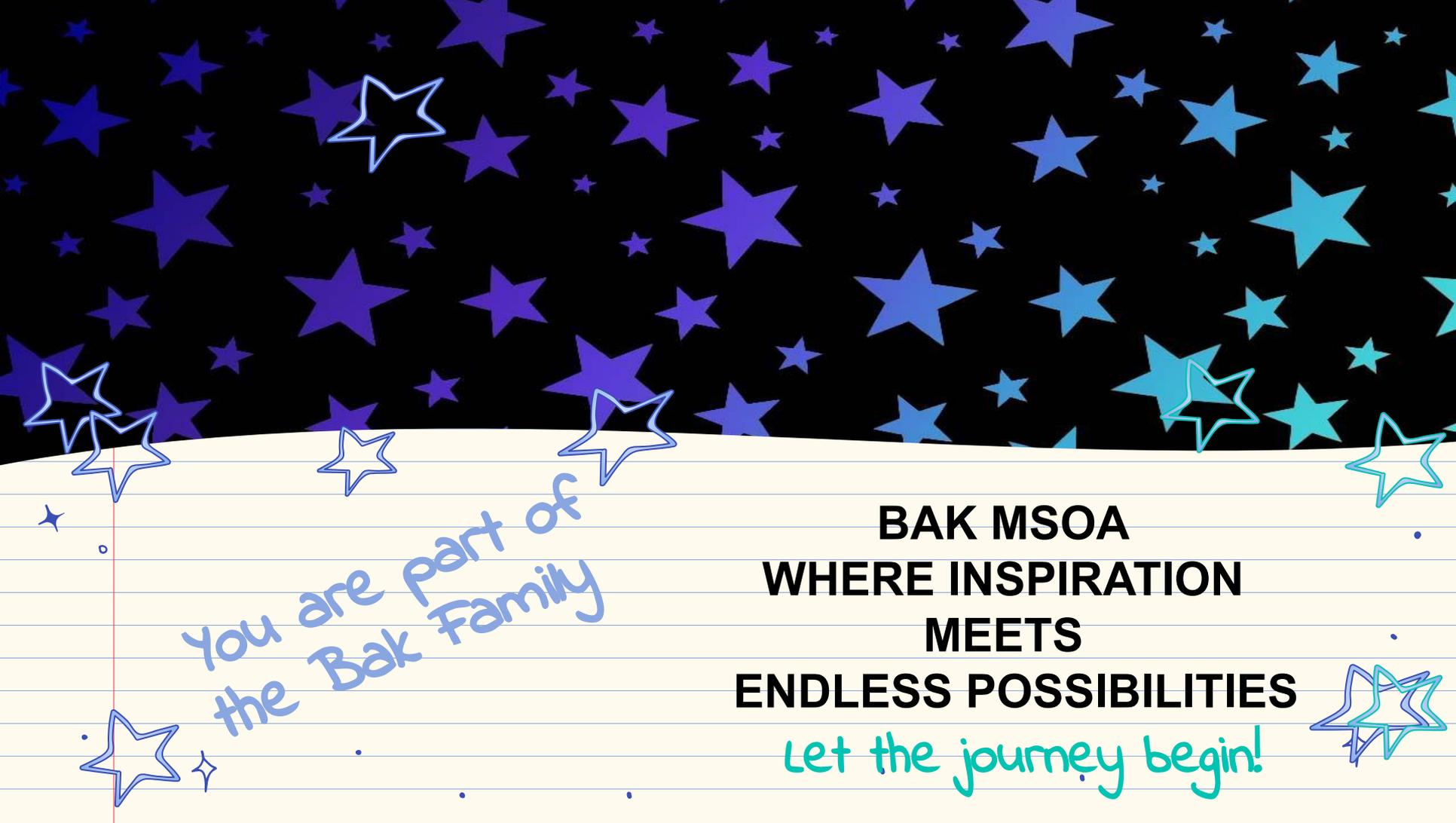
Support the School and Your Children

Please join the PTO and volunteer!

- They have a table in the gym (bakpto.com/)
- Numerous Parent Volunteers and dedicated faculty and staff members make today possible! Volunteers also come to all events and auditions that would not have enough supervision and support without them.
- Funds - Technology (e.g., IXL), Sponsor events, microwaves, umbrellas for the patio, teacher classroom grants and professional development, incentives and treats for the students, hospitality for the teachers, support families.

Please donate to the MSOA Foundation

- <http://msoafoundation.org/>
- Funds- Artist in Residence, Consultants, Guest Speakers, Master Classes, and essential equipment and materials that we would not be able to purchase without their support.



You are part of
the Bak Family

BAK MSOA
WHERE INSPIRATION
MEETS
ENDLESS POSSIBILITIES

Let the journey begin!