

NASSAU COUNTY SCHOOL BOARD  
**BELIEF STATEMENTS**

We believe that:

- All people have intrinsic worth.
- All people are responsible for their actions.
- Effective relationships are developed and maintained through mutual respect, trust, and communication.
- The higher the expectations, the higher the performance.
- Everyone can learn and that life-long learning is essential for individuals and communities to thrive.
- The role of the family is critical in the moral development of an individual.
- Strength of character is essential to making quality life choices.
- The community is strengthened when the potential of each person is developed

**Mission Statement**

Our mission is to develop each student as an inspired life-long learner and problem-solver with the strength of character to serve as a productive member of society.

**NOTICE OF NON-DISCRIMINATION**

The Nassau County School District does not discriminate on the basis of race, color, national origin, gender, age, disability, marital status or genetic information in its educational programs, services or activities, or in its hiring or employment practices.

**FISCAL TRANSPARENCY**

According to House Bill 7029, parents have the right to a report card about the school grade, including a school financial report that indicates the average amount of money expended per student in the school. Once this report is released, YMS will send a copy home with your student.

**PLEDGE OF ALLEGIANCE / PATRIOTIC PROGRAMS**

According to Nassau County Administrative rules, the Pledge of Allegiance is recited on a daily basis at school. Please know that House Bill 7029 authorizes student rights to not recite the Pledge of Allegiance should this be the desire of the student or family. Please contact the school should you desire to have your child opt out of the pledge or patriotic experiences.

To the knowledge of the Administration and Staff, there are no rules in this brochure which are contrary and not in complete accord and agreement with the policies of Nassau County School Board and the Florida State Board of Education. If there should be a difference in the policies adopted herein or in the manner of stating such policies herein, when compared with the policies of the Nassau County School Board, then the latter shall prevail.

**YULEE MIDDLE SCHOOL  
RULES & REGULATIONS**

1. **Bullying:** Bullying means systematically and chronically inflicting physical hurt or psychological harm to one or more students or employees. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a child or adult, that is severe and pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation; and may involve, but is not limited to, unwanted teasing or taunting, social exclusion, threat, intimidation, stalking, physical violence, theft, sexual/religious/racial harassment, public humiliation, or destruction of property.
2. **Disrespect:** Students are expected to demonstrate courtesy and respect to faculty members, staff members, peers, and guests on the school campus and at any school activity.
3. **Fighting.** Fighting or aggressive behavior towards others is prohibited.
4. **Destruction of School Property.** Students must take care of school property and any student who destroys or defaces school property will be held responsible for restoration of that property. Parents will be expected to make financial restitution.
4. **Intimidation.** Students shall not intimidate others.
5. **Food Items (food, candy, nuts, etc.)** Students shall not sell food items at school during the regular school day, to conform to federal guidelines governing our school lunch program. This is not intended to prevent students from selling such items after school hours for fund-raising purposes.
6. **Defiance toward School Board Employees.** Students are expected to follow directions given by those in authority.
7. **Chewing Gum.** Students shall not chew gum on school grounds.
8. **Weapons, Explosives or Harmful Objects** Students are forbidden from bringing weapons, explosives, or objects that may inflict bodily harm on school grounds or to school events. Any such item will be confiscated and student is subject to suspension and possibly expulsion. Any student inflicting injury upon another student with any weapon may be referred to the School Board for expulsion from school.
9. **Profanity.** Students are expected to refrain from using profanity, obscene, or abusive language at school or at any school functions.  
**Tardiness.** Students are expected to report to class on time. Tardiness to school and individual classes will result in disciplinary action.
13. **Student Supervision.** Students shall remain in designated areas with proper teacher supervision at all times. Students shall remain in classrooms, unless given a hall pass and permission to leave.
14. **Flowers, Plants, Balloons, etc.** Any items received for a child will be held at the Front Desk until the end of the school day. However, please be mindful that these items are prohibited on school transportation.
16. **Food and/or Drinks.** Food and/or drinks, with the exception of water, are not permitted in the classrooms.
17. **Wireless communication devices.** Items should be turned off and remain out of sight. Any item detected may be confiscated and subject to parent pick up at the Main Office.
18. **Tobacco products, alcohol or drugs.** Students shall not be under the influence or in possession of tobacco, nicotine, vaping devices, alcohol, or drugs.
19. **Stealing.** Students shall not steal something that belongs to someone else.
20. **General Code of Appearance.** Students must adhere to the dress code.

### SCHOOL VOLUNTEERS

All volunteers must sign in at the front office and wear a volunteer badge while on campus. Volunteers must complete a Nassau County Volunteer Application and be approved by NCSB. Volunteers are always welcome and are encouraged to join us. To provide our students with a safe and wholesome learning environment, volunteers are expected to dress modestly and conduct themselves with proper decorum at all times. Siblings or other children may not accompany parents who are volunteering.

### SCHOOL ASSEMBLIES

Parents and guests are invited and encouraged to attend grade level or school-wide presentations and assemblies.

### SCHOOL VISITORS

For your child's protection, everyone must sign in at the office using our computerized check-in system. All visitors will be required to provide proper identification before visiting a classroom or picking up a child for dismissal. All visitors will be required to wear a Visitor's ID Badge at all times when on campus. No visits may be made to talk with the teacher during student contact time. (8:30-3:36). You may call and leave a message on the teacher's voicemail and you will be contacted as soon as possible. Appointments to meet with the teacher can be made by contacting the guidance counselor.

### DRESS CODE

Clothing and accessories are required to reflect neatness, cleanliness, and good taste. Students are expected to be modestly dressed and groomed. Students who fail to comply with dress code policy will be assigned lunch detention and will be required to change clothing before returning to class.

#### Dress Code Requirements:

1. Students shall wear shoes at all times. Closed toed shoes are recommended for safety reasons. Athletic shoes are required for P.E.
2. Students' pants shall be worn at the waist and pants may not have holes three inches or higher above the knee. Undergarments should not be exposed. Form fitting pants such as yoga pants or leggings should have appropriate coverage.
3. Students shall be permitted to wear shorts. Short or extremely tight shorts or skirts are not appropriate. Shorts/skirts must be no shorter than three inches above the knee.
4. All students shall wear full coverage shirts or blouses reaching the armpit area. Shirts must cover midriff area and may not have spaghetti or thin straps less than 3 inches wide. Undergarments should not be exposed.
5. Clothing displaying profanity or inappropriate material may not be worn at school.
6. Potentially dangerous jewelry and bandannas are prohibited.
7. Masks, face paint, disguises, and costumes are prohibited. This is not to include masks designed for safety during a pandemic.
8. No head coverings, including, but not limited to: caps, hats, or hoods shall be worn inside the school buildings.
9. Students are required to wear a PE uniform when participating in gym.
10. Pajamas and slippers are not acceptable school attire.

**\*\*Please note dress code must be followed on special event or dress up days unless explicitly approved by the Principal. \*\***

**Please refer to Nassau County Code of Conduct for a more extensive explanation of the Dress Code.**

### STUDENT CELL PHONE POLICY

Cell phones must be turned off and stored in backpacks (not in pockets of clothing) at all times. If a cell phone is visible, it will result in the phone being confiscated by school personnel. **Parents will be required to come to the school to pick up the cell phone upon confiscation.** Smart watches are not to be used as communication devices while on campus. Wireless earbud accessories are also prohibited. Yulee Middle School is not responsible for the loss or theft of any personal property on campus.

### LIMITED STUDENT SUPERVISION/SAFETY RULES

Student safety is a priority. As such, we work to make sure students are supervised adequately. The following rules are meant to ensure student safety.

1. Students may not be dropped off at school before 8:30. Supervision is provided 30 minutes before school. (FS 232.25)
2. Students are considered skipping class anytime they are out of class roaming around campus without permission.
3. Students should have a pass or teacher note when out of class.
4. Upon arrival to school, students are to report to breakfast or first period. Students are not to roam around campus before school begins.

### ANONYMOUS TIP LINE

**Students are encouraged to report suspicious or inappropriate behavior/actions to school personnel immediately.**

**FortifyFL- <https://getfortifyfl.com/>**

FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to the appropriate law enforcement agency and school officials.

### FIELD TRIPS

Field trips provide students with educational hands-on learning experiences. Please take notice that field trip forms must be correctly completed and returned with money by the deadline. Field trip deadlines are strictly adhered to. Please return forms early to eliminate last minute problems that may prevent a student from attending a field trip. **No refunds will be given, due to bookkeeping procedures and the necessity for advance arrangements for ticket purchases and transportation contracts. If tickets are still valid, they will be given to students that are unable to participate. Many tickets are for the specific day of purchase only.** All students are required to travel to and from school field trips with the school group. Chaperones must be 21 years of age or older. No siblings or other children may accompany a chaperone on a school field trip. Chaperones will be required to ride on the bus unless space prohibits.

### Bell Schedule

Regular Bell Schedule	Wednesday Bell Schedule
9:00-9:44	9:00-9:34
9:48-10:32	9:38-10:12
10:36-11:20	10:16-10:50
11:24-1:04 (Lunch Period)	10:54-12:34
1:08-1:56	12:38-1:16
2:00-2:48	1:20-1:58
2:52-3:36	2:02-2:36

### Half Day Dismissal 12:35

- Students may be dropped off through the drop off loop at 8:30. Supervision is not provided prior to 8:30.
- Please do not pick your child up before the end of the school day except in extenuating circumstances. This minimizes disturbances in our classrooms and provides the optimum learning time.

### PICK UP PROCEDURES

All students being picked up in the afternoon shall be picked up in the designated pick up zone in front of the school. For the safety of all students, parents must stay in their vehicle and proceed through the pick up circle in one line. Students will not be allowed to traverse into the parking lot due to safety concerns. Students will not be allowed to be called out of class for early dismissal 30 minutes prior to the last bell on any day without explicit principal approval to protect the instructional integrity of our classrooms.

### STUDENT DISMISSAL

The student must have a note signed by their parent or guardian to go home any alternative way. These notes should be brought to the Main Office first thing in the morning for approval. Unfortunately, additional students on blocked busses at full capacity cannot be honored. Only persons listed on the emergency card may pick up a student from school in the event of an emergency. Any other time, a note must be presented from the parent/guardian for anyone to pick up a student. Please be prepared to show identification. No students shall be dismissed without clearance through the front office.

### SCHOOL TELEPHONE

The school telephone is for school business or in case of an emergency.

## ATTENDANCE, ABSENCES, AND TRUANCY

1. Regular attendance of the student is required by Florida School Law and is the responsibility of the parent or guardian. Regular attendance is defined as attending school for the full day of each day during which school is in session. (FS 1003.21—1003.27)
2. **A Written Explanation is Required for EACH Absence.**  
The parent is responsible for immediately submitting a written explanation when a student returns to school from an absence. (within 48 hours— per district attendance policy)
  - A) **Parent notes will be accepted for student illness.**
  - B) **Other forms of excused documentation:**
    - Appointment slip or note signed by doctor or Health Department
    - Evidence that student has been out because of death in the family
    - Religious holiday
    - Official letter, subpoena, or other legal documents
    - School sponsored events
    - Administrative approved exceptional cases of family need

**Unexcused Absences include but are not limited to: vacations, shopping trips, extra curricular (non-school related) sports competitions.**

### TRUANCY

A student may be deemed truant after (i) five (5) unexcused absences, or absences for which the reasons are unknown, within a calendar month, or (ii) ten (10) unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period.

Students are subject to the following actions for preventing and correcting truancy:

1. Student will be referred to the school's MTSS Committee.
2. If attendance pattern is not resolved, the student will be referred to the Attendance Interventionist for truancy.
3. The Attendance Interventionist will refer student to the District Truancy Staffing. District Truancy Staffing is conducted with representation from law enforcement, school district personnel, parent and student. A decision may be made to file a petition in truancy court at this time.

**Students must be present 30 minutes of the class period to be marked present for the day. Students leaving early from school may not attend extra-curricular athletics or dances unless they have been present though fourth period entirely.**

### MAKE UP WORK

The responsibility of making arrangements for make up work and for the completion rests solely upon the STUDENT AND PARENT. STUDENTS AND PARENTS MUST ARRANGE TO MAKE UP WORK WITHIN FIVE (5) SCHOOL DAYS AFTER RETURNING TO SCHOOL.

### TARDINESS

Tardiness is disruptive to the learning environment and can have a negative impact on student achievement. Students tardy to school will be assigned lunch detention. Tardiness to school will be excused only when a parent or guardian escorts the student to the Main Office or presents a written formal excuse from a doctor or court order. After receiving 5 tardies to school, parents will be contacted for a conference. Students arriving tardy to class during the school day will also be assigned 1 day of lunch detention for each class period they are tardy. Continued tardiness between classes may result in further disciplinary action.

### LUNCHROOM

Students may bring their lunch or purchase a hot lunch. Students may also establish a School Café account for lunch. Students will not be permitted to charge this account once funds are exhausted. Parents may deposit money online at [www.schoolcafe.com](http://www.schoolcafe.com). Free and Reduced Lunch Applications are available in the front office and must be resubmitted each school year. Parents are welcome to eat lunch with their child in specially reserved tables in the Cafeteria and under the pavilion in our center courtyard after obtaining a visitor's badge from the Main Office.

## TEXTBOOKS

Textbooks are the property of Nassau County School Board and are loaned to pupils attending Yulee Middle School. Parents or guardians of the student are liable for any loss, destruction or damage to these materials or for failure of such pupil to return the materials when requested by the teacher.

### COMPUTER USE

Students will have access to computers and the Internet to complete work at school. Students must sign and return a Network Acceptable Use form at the beginning of each year in order to get an ID and password. Students are not permitted to access prohibited websites at school or to bypass computer security measures or software. Violating these rules or the terms of the acceptable use agreement may result in loss of computer privileges. All internet activity is monitored.

### REPORT CARDS AND PROGRESS REPORTS

#### Grading Scale:

A= 90-100	Excellent
B= 80-89	Good
C= 70-79	Average
D= 60-69	Lowest Acceptable Progress
F= 0-59	Failure

Progress Reports will be provided after the first 22 days in a nine week period. Report Cards are given out each nine weeks.

Parents may check student progress at any time on the FOCUS website: <http://ncsb-portal.nassau.k12.fl.us>.

Please feel free to contact your child's teacher concerning your child's performance in school. You may contact the school guidance department to make an appointment.

### HONOR ROLL

Students may qualify for honor roll each nine weeks by maintaining all A's and B's as well as satisfactory in all other areas.

### CLASSROOM- DISCIPLINE

YMS students are expected to follow school-wide rules and procedures. Students are expected to Be Respectful, Be Responsible, and Be Safe. Disruptive behavior in the classroom will not be tolerated, especially if this behavior is at the expense of other children learning or being safe. School-wide positive behavior management techniques will be used at YMS to help students choose and maintain appropriate behaviors. Level I misbehaviors will be documented on an infraction form. Parents are expected to be a collaborative member of the behavioral intervention team. Parents will receive a phone call from their child's teacher each time an infraction form is completed. Continued poor behavior choices will result in consequences set forth in the school-wide behavior plan. This action may include but is not be limited to: parental notification, work detail, lunch detention, after-school detention, in-school suspension and/or out of school suspension.

### ADMINISTRATION OF MEDICATION

All medications must be prescription drugs contained in the original bottle from the pharmacy. The proper form must be completed by the parent and submitted to the office **before** any medication can be administered. Parents are responsible for delivery and pick-up of all medication. Students should not bring medication on the bus. **NO** over the counter medications can be brought to school by students.

## BUS

The same policy governing a student's classroom behavior is applicable to the student's behavior on the bus. Any student misbehaving on the school bus may be suspended from riding the bus, but is still required to attend school. Students are to ride the bus to which they have been assigned. Only in an emergency is this changed and a note from home is required. No notes will be accepted if a bus is blocked due to capacity limits. This note must be approved by the principal to be valid.

## EXTRA-CURRICULAR ACTIVITIES

- All school rules and regulations pertain to extra-curricular activities and/or trips.
- All rules specific to any extra-curricular activity will be consistently and uniformly applied.
- Students must be counted present for the school day to participate in any extra-curricular activity including after school practice.
- Student absenteeism, tardiness and conduct are a consideration for student's participation in extracurricular activities.
- Please read and discuss these rules and regulations with your child.

## ATHLETICS

YMS students participating in athletic competition are expected to exemplify Yulee Pride both on and off the field/court. YMS abides by all state mandated FHSAA rules. State and district mandates require students to maintain a certain GPA in order to participate in athletics. Students must also have a physical examination dated between July 1, 2020 and one day prior to their participation in practice (including try-outs). Parents must provide an original, notarized copy of the Consent and Release of Liability form and the entire YMS Sports Packet for their child to participate.

## PARENT/TEACHER COMMUNICATION

Regular and timely communication between parents, teachers, and students is critical for student success. Parents can access student grades, assignments, upcoming events, and much more online through FOCUS. Please contact the Data Entry Operator if you need assistance with your account. FOCUS is a tool designed to give parents ease of access to student progress and should be monitored frequently.

**FOCUS website:** <http://focus.nassau.k12.fl.us>.

At YMS, we work hard to keep open lines of school/family communication. Should any concerns arise, please contact your child's classroom teacher first to seek resolution. Parent-teacher conferences regarding student progress are encouraged. Parent conferences are scheduled during non-student contact times. Please contact the guidance department to schedule a parent – teacher conference. Please note: a parent-teacher conference is necessary prior to any administrative decision regarding schedule changes.

**Please make sure parent contact information on your student's Emergency Card is up-to-date.** Please visit our school's official web page at <https://www.nassau.k12.fl.us/Domain/13> . The official Yulee Middle School Facebook page is also a valuable resource for parents.

## WITHHOLDING DIRECTORY INFORMATION

Legal guardians have the right to request withholding of any cumulative record information for a student enrolled in Nassau County Schools. To withhold student information, please request a form from the school, complete the form, and return the form to the school ASAP. The signed form will be placed in your child's cumulative record. Such forms are valid for one school year only.

The Nassau County Secondary Code of Student Conduct is available in its entirety at [www.nassau.k12.fl.us](http://www.nassau.k12.fl.us). A reference copy is also available at Yulee Middle School .

# YULEE MIDDLE SCHOOL

Home of the Hornets

# 2020-2021 POLICIES & PROCEDURES

Mr. George Raysor - Principal  
Mrs. Lori Amos - Assistant Principal  
Dr. Tara Middleton - Assistant Principal  
Mrs. Rachel Norfleet- Guidance A-K  
Ms. Kelly Fletcher -Guidance L-Z

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