



EDWARD W. BOK ACADEMY

ADMINISTRATION

April Barnhardt
Principal

Roxanne Anderson
Assistant Principal

MISSION

Educating Renaissance
Thinkers for the Digital Age

LEGACY

“Make the world a bit better
and more beautiful for
having lived in it.”
-- Edward W. Bok

CONTACT



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Lake Wales, FL 33859



863-638-1010



www.bokacademy.org



Bok Academy



[bok.academy](https://www.instagram.com/bok.academy)

You will become the architects of your future, building a solid foundation and carefully crafting your dreams.

-- Ms. Donna Dunson, Bok founding principal

Bok Academy's curriculum provides a global perspective, an ethos of service, and a keen understanding of the digital world. In addition, the exposure to the integrated nature of knowledge and life frames every aspect of our work. We will use the environment, built and natural, to engage our students in intellectual pursuits.

Overarching Ideas:

Embracing the Keystone Concept that all learning is viewed through the lens of architecture and design is central to our work. Students attending Bok South discover how an individual or collective group constructs knowledge; this concept spirals throughout the curriculum. Architecture, for our purposes, is defined as structural design and not only a constructed environment. We are fortunate to be on the shores of Crooked Lake and will use the rich natural surrounding as our classroom. Moreover, students explore the interconnectedness of knowledge and avoid viewing learning as just the acquisition of discrete bits of information. This approach encourages students to build relationships with other seekers of knowledge. In addition, we teach students the value of living an honorable life.

THIS AGENDA BELONGS TO

Student _____

Grade _____ AC Teacher _____

Important Tech Info

Use this page to list important websites and/or login information.
Do not list your passwords.

iPad Number	1	2	3	4	5	6	7
Write your class iPad number here:							

Period

Important Sites

1	
2	
3	
4	
5	
6	
7	

Bok's 10 Essentials

These expectations & procedures help us build a civil community.

① **Always use your manners: use respectful words, tones, actions, and body language.**

*Keep your hands, feet, object to yourself; avoid PDA.
Use yes ma'am, no sir, please, thank you, you're welcome, and excuse me.
Be kind and courteous.
Open doors for others.
Congratulate someone for a job well done.
Make eye contact with others.
Make other feel welcome in class or on campus.
Turn your head away from others and cover your mouth when you cough, sneeze, or burp.
Do not roll your eyes or suck your teeth.
Do not moan or complain when something doesn't go the way you wanted or anticipated.
Know teachers' and staff member's names and greet them accordingly.
Have good table manners and clean up after yourself.
If someone drops something, and you're close by, help them pick it up.
Do not cut into lines.*

② **Respect others' opinions, comments, and ideas.**

*Keep your comments and dialogue appropriate and in good taste.
Bok Academy is a no profanity or obscene language campus.
Avoid interrupting others.
Actively listen to others as they are speaking.
Avoid pushing your beliefs on others.
Seek first to understand, then be understood.*

③ **Keep transitions swift and orderly.**

*Transition to your classes as quickly as possible.
Walk on the right side of the hallway.
Avoid loud conversations; use appropriate tone and volume for the situation.
Avoid interrupting the flow of foot traffic and be courteous to others.*

④ **Do not slow the learning process in the classrooms.**

*Enter the classroom ready to learn and with the appropriate school materials.
Remember to use SLANT: Sit up, Listen, Ask/Answer questions, Note key information, Track the speaker
Have your prepwork completed, be prepared for exams, and monitor your grades.
Do not disrupt the learning environment for yourself and/or others.*

⑤ **Be organized and use the tools provided to you by teachers.**

*Have your class supplies and required items ready to use prior to the bell ringing.
Use your planner to monitor due dates, exam dates, and other important school event dates.
Monitor your assignment due dates and plan ahead.*

⑥ **Be your own educational advocate.**

*Communicate with your concerns or need for assistance with your teachers.
If you have a question, ask your teacher.
If you need additional support or a lunch pass, ask your teacher or a Bok staff member for help.*

⑦ **Seek to be responsible and accountable for doing the right thing.**

*Expectations remain in place when the teacher is replaced by a substitute.
Avoid staring when someone is being reprimanded.
Take only your fair share.
Take pride in your personal work and expect the best from yourself.*

⑧ **Always create and foster a safe, clean, and inclusive environment.**

*If anyone is harassing you or another student, let a Bok staff member know.
Gum is not permitted on campus.
Keep the campus clean by utilizing the, "Don't pass it up, pick it up" motto.
Do not write on yourself, others, or items that do not belong to you.
Public displays of affection (hand-holding, hugging, kissing, etc.) is unacceptable on our campus.*

⑨ **No matter the circumstances, be honest from the beginning.**

*Be honest with yourself and others.
Live, so that you will have no regrets.*

⑩ **Find a way to see beyond yourself and give back to the community as a whole.**

*Surprise others by performing random acts of kindness.
Help others when they need it or ask for support.
Congratulate others for a job well done or for their efforts.
Carpé Diem: Seize the day*

Uniform Policy

All Bok students are expected to wear the following each day, unless noted by administration.

Uniform Shirt

- ▶ **Navy Bok South polo**—with the Bok South logo on the left chest. Shirts are to be tucked in.
-

Uniform Bottoms

- ▶ **Navy or khaki (tan)** pants, skirts, skorts, shorts. **No** other colors. The fit of pants should not be too tight or hanging on the hips in an indecent manner. The length of skirts, shorts, skorts should be mid-thigh. Absolutely no holes, tears, rips, bleach stains, frays, acid-wash, embellishments. No legging type bottoms made to look like pants. No overalls.
-

Uniform Jackets

- ▶ **Uniform Bok South jackets or Bok South hoodies.** Embroidery must be the student's name. No nicknames. During uniform, Friday attire, Dress Down days, or Special Activity day, no oversized jackets or non-Bok uniform jackets and non-Bok hoodies are permitted. If worn, they will be confiscated. Students who wear a non-uniform jacket may lose privileges.
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Undershirts

- ▶ **Plain** white, gray, navy, or black in color; worn underneath the Bok uniform polo.
-

Shoes

- ▶ Closed-toed shoes with full heel covered backing. No heeled or wedge shoes.
Crocs or Croc styled shoes are not allowed on campus or on field trips.
-

Socks

- ▶ Cannot be higher than the knee and must be appropriate.
-

Jewelry

- ▶ Simple stud earrings and small hoop earrings are acceptable.
 - ▶ Any jewelry or adornment which takes away from the educational process is not permitted.
-

Make-Up

- ▶ Modest, light, and age appropriate. No excessive dark eye makeup.

Uniform Policy

Friday Attire

School wide or individual Friday attire privileges may be revoked by administration.

- **Shirts:** Bok T-shirt or uniform shirt. Shirts may be untucked but not tied.
- **Bottoms:** Blue jeans, blue jean shorts, or regular uniform pants or uniform shorts are acceptable. All shorts are to be mid-thigh. Black jeans are not permitted. No holes, tears, acid-wash, bleach-stains, rips in any of the bottoms. No swim or athletic type shorts including: sweat, yoga, leggings, exercise, or tight pants, etc.

*School-wide shoes, jewelry, hair, makeup, clothing expectations are still in effect.
Friday attire is simply a more relaxed approach for Bok students.*

Winter Dress Attire

A call-out and/or social media post will confirm any winter dress day. If you are uncertain if it is a winter dress day, please check the school's social media or call the school to confirm.

- **Shirts:** Bok uniform polo must be worn and non-Bok full-sleeved shirts may be worn underneath and must not be offensive in nature.
- **Bottoms:** Bok uniform bottoms or blue jeans. Black jeans are not permitted. Jeans must follow the Friday attire guidelines. No athletic type shorts including: sweat, yoga, leggings, exercise, or tight pants, etc.
- **Jackets:** Bok uniform jacket or Bok uniform hoodie. A heavy hooded winter coat, not a hoodie, may only be worn outdoors and must be taken off prior to entering a building. Acceptable winter accessories include winter gloves, hats, beanies, and/or scarves. No blankets.

*School-wide shoes, jewelry, hair, makeup, clothing expectations are still in effect.
Winter attire is simply a warmer approach for Bok students.*

Dress Down Attire

Dress down attire is permitted when approved by administration.

- **Shirts:** all shirts must have full sleeves; spaghetti straps, sleeveless, and/or see-through attire is not permitted. Must be long enough to cover torso. Shirts must not be offensive in nature. No holes, tears, acid-wash, bleach-stains, rips.
- **Bottoms:** Must be mid-thigh. Must be loose fitting. No holes, tears, acid-wash, bleach-stains, rips. Athletic type bottoms are not acceptable including: sweat, yoga, leggings, exercise, or tight pants.

School-wide shoes, jewelry, hair, makeup, clothing expectations are still in effect.

Special Activity Attire

Special activity attire is permitted when approved by administration.

- **Shirts:** a loose fitting T-shirt with full sleeves must be worn over a bathing suit at all times. Shirts must cover the torso.
 - **Bottoms:** Uniform or Friday attire bottoms. All shorts are to be mid-thigh. Board shorts or long bathing suit are permitted. Only loose shorts are permitted. No athletic type shorts including: sweat, yoga, leggings, exercise, or tight pants, etc.
- Other attire:** Hats and/or flip flops MAY be permitted when approved by administration.

School-wide shoes, jewelry, hair, makeup, clothing expectations are still in effect.

When in doubt, leave it out!

*If at any time the administration feels a student's dress is inappropriate,
the student will call home for appropriate clothing or borrow from the school.
Please visit our website for more information. www.bokacademy.org*

Uniform Policy

All Bok students are expected to wear the following each day, unless noted by administration.

Belts

- *Optional.* Belts need to be in good taste. No skulls or other items inappropriate in a school setting. Loose fitting bottoms at the waist may require a belt.

Hair

- Styles should not obstruct one's line of vision, distract others, or cause a disruption because of cut or style. Simple head bands are acceptable, without any embellishments but must not contain any embellishments such as ears, horns, etc. Headbands must be worn in the hair and not on the forehead. Simple bows are acceptable. No curlers, picks, bandanas, hats, do-rags, or other head adornments. No wide headbands, bandana-style head bands, and/or sweatbands.

Backpacks

- Backpacks are allowed and must not have anything offensive in nature. No suitcases. Rolling bags permitted only with medical note and approved by administration. *Subject to change by administration or district.

Hats & Sunglasses

- No hats, caps, bandanas, sweatbands, beanies, or other head coverings.
- Sunglasses are not to be worn inside any building except with proof of medical necessity.

Other restrictions

- No profanity or handwritten graffiti on clothing or skin.
- No temporary tattoos, face or body stickers, including acne stickers.
- Perfume, cologne, or aerosol spray is not to be sprayed inside any building, including restrooms.

Cleanliness

- Keeping yourself well-groomed is a sign of self-respect. You are mature enough in middle school to take responsibility for keeping your uniform clean and ready for school. We will be happy to help you if necessary. If you have any questions about basic personal grooming, please come to the front office, and we will happy to address any concerns.

..... **Rule of Good Judgement**

Students must adhere to Bok's uniform policy without repeated reminders and respect the expectations for proper dress. Our time and efforts will be focused on intellectually stimulating instruction and must not be interrupted with unnecessary uniform compliance distractions. We request the support of both students and parents in regard to the uniform policies. Your adherence to these principles is greatly appreciated. Working together, we can ensure the best possible learning environment for your child.

Essential Policies

All Bok Academy students are expected to adhere to the following:

Drinking Containers

- ▶ Once a student is on campus, the container must contain only water and have a lid. No fast-food, styrofoam, or coffee cups.
 - ▶ Glass containers are NEVER permitted.
 - ▶ All water & drink containers brought from home for refilling during the day are to be clear.
-

Cell Phones : *Consult Full Technology Policies

- ▶ **In compliance with Florida Statue Statute 1006.07(2)(f), Bok Academy requires all students cell phones to be powered off and in the student's backpack during the school day.**
If a cell phone is confiscated by a staff member, the student will retrieve the phone from the front office at the end of the day. Cell phone use is not permitted during the school day. All communication to and from the student are to be conducted in the office. Parents may contact their child through the front office. A student may be suspended for inappropriate cell phone use. Inappropriate cell phone use is a serious offense and will be treated accordingly. Bok Academy is not responsible for the loss or damage of any cell phone.
-

Electronics : *Consult Full Technology Policies

- ▶ Students may have personal smart watches, earbuds, and/or personal bluetooth pencils. Any staff member can confiscate these devices and/or revoke privileges. If the use of electronic devices becomes a problem for the staff, the privilege will be revoked. Bok Academy is not responsible for the loss or damage of any personal electronic items.
-

Social Media

- ▶ Social media, any type of video chatting, and/or other platforms, are not to be used at school.
 - ▶ Student to parent communication is provided through the front office.
 - ▶ Students are not permitted to create any social media pages using the Bok namesake or post any photos/videos of students without the explicit permission from the student's parent.
 - ▶ Students may not take photos or videos of other students on buses, during school, at school events, or at any school or district sponsored event.
-

Parent Conferences

- ▶ For all parent-teacher conferences, contact the school's office at 863.638.1010.
 - ▶ If you are unable to keep your scheduled conference, please call to cancel and/or reschedule.
-

Other Requirements

- ▶ Staff and students will adhere to all CDC/FLDOE/government regulations & requirements, if mandated.

Essential Policies

Attendance

We have a progressive Attendance Policy which is strongly enforced.

- For any absence, students must bring a written note including: student's name, reason for absence, date of absence, and parent signature OR a medical release.
 - Advanced absences require the completion of the Pre-Arranged Absence Form. The form can be obtained at the front office.
 - Students are responsible for obtaining and completing make-up work according to classroom policies.
 - Students may jeopardize their enrollment at Bok Academy South based on excessive absences, early check outs, and/or tardies.
-

Tardy Policy

- Excused tardy: A parent/guardian listed on the Emergency Card must come inside the office and sign in the student. The student must be given a tardy pass to enter class.
 - Detentions and infractions are given for excessive or patterned tardies.
 - Excessive tardies will be addressed by our Attendance Committee.
-

Check Out Policy

- A parent/guardian listed on the Emergency Card must come inside the office, with photo identification, and sign out the student from school. The safety of your child is our first priority.
 - Check outs are permitted prior to **3:15 PM**.
 - Excessive early check outs will be addressed by our Attendance Committee.
-

Make Up Work

- Absences for a short duration (1-3 days) due to illness should focus on getting well and returning to school quickly. It is the student's responsibility to obtain and complete make-up work when he/she returns from an absence.
 - Students have the same number of days they were absent plus two to make up the work they missed.
 - Students are strongly urged to ask for help from teachers before or after school or during their 45 min. lunch.
 - Upon return, students should ask the teacher for clarification on any assignment(s) they do not understand.
-

Behavioral Policies

- Students with less than 2 minor or major referrals during the 9-week grading period will attend the PBIS Celebration.
 - Students with 3 or more minor, major, and/or disciplinary referrals may attend field trips and participate in extracurricular activities.
-

Detentions and Infractions

- Detentions and minor infractions will be used to address behavioral performance.
- Detentions are served during the student's lunch period.
- Students with three or more detentions or minor infractions within a 9-week marking period will receive an after school work detail. Students must be picked up from the campus at 5:00 p.m. Parents will be notified when an after school detention is assigned.
- Teachers will contact parents within one day of a detention or minor infraction. Each 9 weeks, every student starts with a "clean slate" with zero infractions.

Frequently Asked Questions

Edward W. Bok Academy, Office
Phone: 863.638.1010 Fax: 863.638.1212

Lake Wales Charter Schools
District Office Phone: 863.679.6560

Lake Wales Charter Schools
Transportation Phone: 863.215.8524

What is Bok's discipline philosophy?

The Bok Staff spends a great deal of time in thoughtful discussion about the culture and climate of Bok Academy. We have high expectations for student behavior, and we seek parental support every step of the way. We operate with the guiding principle that students of this age will behave in a respectful and productive manner. Restorative justice is also a guiding principle for our work; an approach to justice where students are encouraged to take responsibility for their actions and rectify the situation. We expect students to use the rule of good judgment.

Is a consequence given every time a student is sent to the office with a referral?

It depends. Every situation is looked at individually. Sometimes all the situation and student need is a conversation with the administrator or a parent call home. The student's pattern of behavior DOES impact the consequence.

Do you involve the parent in behavior issues?

We involve parents in numerous ways as we seek to help students learn about the expectations of Bok and learn how to live a productive life. We will call you if the situation warrants it. In fact, on occasion, we have asked parents/ guardians to come to school just to have a conversation with the student. In many cases, that is all that is needed for the redirection to occur. We will have parent conferences just to address a specific pattern of behavior. Sometimes, we draw up a contract for the student and parent to sign as we move forward. All of these actions are designed to make sure the student is completely aware of the issue and is guided in improving his/her behavior.

What is the Bok Bridges Program?

This is a program designed to give intensive support to students who are struggling academically and/or behaviorally. If a student is enrolled in this program, we will schedule a conference with you to make sure we are working together to help the student reach their fullest potential. Students will participate in a daily check-in/check-out system in order to be held accountable for their actions and to develop a plan to support them as needed. We will monitor this intervention through a Bok Bridges form that your child will receive as they check in each morning to a designated staff member. Each teacher will be responsible for documenting the child's performance at the end of each class period. At the end of the day, the student will report back to their staff mentor to turn in their form and receive feedback. It is the child's responsibility to take the form home each night for the parent to sign and discuss their performance for the day. While working together, it is our hope that your child will improve in their area of need.

How does Bok handle a bullying or harassment situation?

At Bok Academy, we take harassment of any kind very seriously and address any issues of this nature immediately. We are proactive in building a positive school culture and community through the school-wide implementation of the 55 Essentials. Students can report any issues that are occurring in the following ways: report to the administrative office or complete a **FORTIFY report**. This report line is available to all students 24 hours a day, 365 days a year. We want our student body to have the opportunity to reach out for help even if the harassment is occurring elsewhere. When reporting in these numerous ways, please describe your concerns in explicit detail and identify any student that is involved. At the beginning of the school year we will have a morning meeting to specifically review this process and convey the serious nature of these occurrences. Once reported, an administrator or a member of the Leadership Team will address the situation and all students that are involved will work cooperatively to resolve the issue and develop a plan for moving forward. If this becomes a recurring problem and a student does not respond to the interventions, it may jeopardize their enrollment at Bok. It is our hope that these action steps will extinguish the undesirable behavior and that all students involved will learn to step up to our school-wide expectation for respecting one another.

Can students be dismissed from Bok Academy?

In the event that a severe discipline issue warrants a dismissal according to The Student Code of Conduct- LWCS, administration will meet with parents/guardians to determine the appropriate plan of action.

For discipline questions or concerns, please call the school's office.

Digital Expectations

My email address: _____@lwcschools.net

Student login information — You are responsible for knowing your login information for your online coursework and passwords. Keep your online information (login in credentials/passwords) private. Please inform your teacher immediately if you feel your information (login/password) has been compromised. Ask your teacher for assistance before changing any passwords.

Do not share your login or passwords.

Privacy — *If students are sharing a device, students will log out of sessions to maintain their privacy. We expect our students to log out other users and use the rule of good judgment while using shared devices. The golden rule is standard for our students.*

TECHNOLOGY AND NETWORKS

Use of the District's network and technology resources by students is a privilege, not a right.

Further, safeguards shall be established so that the Board's investment in both hardware and software is achieving the benefits of technology and inhibits negative side effects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media to interact with others online; interacting with the other individuals in chat rooms or on blogs; and recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of District policy, and learning appropriate responses if they are victims of cyberbullying.

Student use of the District's devices, network and Internet services ("Network") will be governed by this policy and the related administrative guidelines. The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Network. Users have a limited privacy expectation in the content of their personal files and records of their online activity while on the Network.

The District has implemented technology protection, utilizing software and hardware measures which monitor, block, and filter Internet access to visual displays that are obscene, child pornography, or harmful to minors. Nevertheless, parents/guardians are advised that a determined user may be able to gain access to services on the Internet that the School Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable, or controversial. Parents/guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

Pursuant to Federal law, students shall receive education about the following:

1. safety and security while using e-mail, chat rooms, social media, and other forms of electronic communications;
2. the dangers inherent with the online disclosure of personally identifiable information; and
3. the consequences of unauthorized access (e.g., "hacking"), cyberbullying, and other unlawful or inappropriate activities by students online.

All Internet users (and their parents if they are minors) are required to sign a written agreement annually, or at the time of enrollment, to abide by the terms and conditions of this policy and its accompanying procedures.

Students and staff members are responsible for good behavior on the District's devices and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying procedures. Students shall not access social media for personal use from the District's network but shall be permitted to access social media for educational use in accordance with their teacher's approved plan for such use.

Users who disregard this policy and its accompanying procedures may have their use privileges suspended or revoked and disciplinary action taken against them. Users granted access to the Internet through the District's computers assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by this Board policy and its accompanying procedures.

The Board designates the Superintendent and administrators responsible for initiating, implementing, and enforcing this policy and its accompanying procedures as they apply to students' use of the Network.

PERSONAL COMMUNICATION DEVICES

Students may possess personal communication devices (PCDs) in school, on school property, during after school activities (i.e. extra-curricular activities) and at school-related functions.

Florida Statute 1006.07(2)(f), states, "a student may not use a wireless communications device during instructional time, except when expressly directed by a teacher solely for educational purposes. A teacher shall designate an area for wireless communications devices during instructional time."



Technology including, but not limited to, PCDs intended and actually used for instructional purposes (e.g., taking notes, recording classroom lectures, writing papers) will be permitted, as approved by the classroom teacher or the building principal. However, the use of a PCD to engage in non-education related communications is expressly prohibited. For purposes of this policy, "personal communication device" includes computers, tablets, electronic readers, cell phones, smartphones, and/or other web-enabled devices of any type. Students may not use PCDs on school property or at a school-sponsored activity to access and/or view Internet web sites that are otherwise blocked to students at school. Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicles or on a school bus or Board-provided vehicle during school-sponsored activities. Distracting behavior that creates an unsafe environment will not be tolerated. Under certain circumstances, a student may keep his/her PCD "On" with prior approval from the building principal.

PCDs, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, locker rooms, shower facilities, restrooms/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property. Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, or political beliefs; and (2) engage in "sexting"- i.e. sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit academic information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours is a privilege that may be forfeited by any student who fails to abide by the terms of this policy or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. A person who discovers a student using a PCD in violation of this policy is required to report the violation to the building principal.

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

I have read the expectations and agree to adhere to these policies.

Student Signature _____ Date _____

Parent Signature _____ Date _____

Personal Expectations

Please note the following from the Student Code of Conduct

DRUG-FREE SCHOOLS (SECTION 2.07): The School Board is responsible for maintaining an environment in which students are protected from drugs and drug-related activities. The community rightfully expects the school to exercise this responsibility to prevent drug problems from arising.

A. Florida Law: The use, possession, or distribution of illicit drugs or alcohol is unlawful and harmful.

1. Students: Students are subject to the laws regarding the use, possession, and distribution of illicit drugs or alcohol on school campus as well as elsewhere and have the responsibility to obey these laws.
2. Employees/Failure to Report a Violation: Failure by any employee to report a known violation shall be in violation of Florida law and the expressed policy of this Board and would constitute an act of gross insubordination and willful neglect of duty.

B. Policy: It is the expressed policy of this Board that the use, possession, distribution, or overt act in connection with any controlled substance, counterfeit controlled substance, alcoholic beverage, or model glue, as defined by law, by any student enrolled in the Polk County Public School System would result in immediate disciplinary action as outlined in Part V, Section 5.10, Drugs, and will also be referred to the appropriate law enforcement agency.

A student who is in possession of tobacco products while on a school campus is guilty of unacceptable conduct punishable as set forth below. Tobacco products are defined as all types of tobacco and/or nicotine, including cigars, cigarettes, pipe tobacco, smokeless tobacco, chewing tobacco, snuff, any other matter or substance that contains tobacco, possession of papers used to roll cigarettes, electronic "vapor" or other substitute forms of cigarettes, clove cigarettes, e-cigarettes and other nicotine dispensing devices, to include matches and lighters. School administration/designee shall confiscate and destroy any tobacco products found in a student's possession while on the school campus and make referral to law enforcement as appropriate.

DIRECT REPORTING SYSTEM



<https://getfortifyfl.com/>

Also on the homepage of our school's website.

We take bullying SERIOUSLY.

We can only address issues brought to our attention.

Please encourage advocacy.



Power Words



ANALYZE - break apart into pieces

FORMULATE - create

COMPARE - tell how they are alike

INFER - read between the lines

CONTRAST - tell how they are different

PREDICT - what will happen

DESCRIBE - tell all about

SUMMARIZE - give a short version

EXPLAIN - tell how

SUPPORT - back up with details

EVALUATE - judge

TRACE - list in steps

Research shows that students often get "tripped" up on 12 of the commonly used testing vocabulary words. Don't let this happen to you! Be sure you know these words inside and out! These will help you in your classroom and state assessments.

“Make the world a bit better and more beautiful for having lived in it.”

Bok Family Legacy

Through the departments working collaboratively, all students will build and share a common academic vocabulary to support the architecture and design of learning throughout the year. Although words are assigned to a particular discipline in order to be directly taught, each are reinforced in all subjects, including Keystone classes.

**Language Arts
Vocabulary**

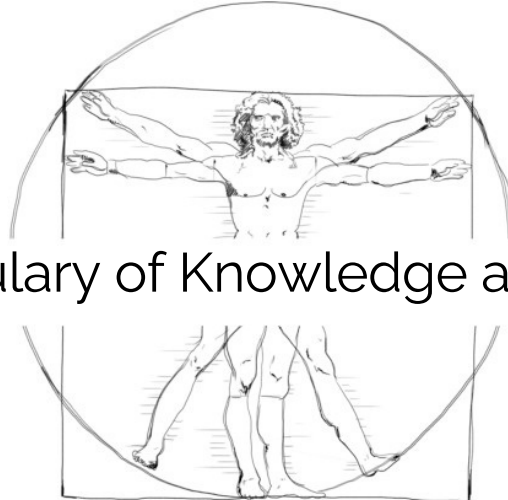
Purpose, perspective, philosophy, narrative, reflection, communication, meta-cognition, constructive, vocabulary, language, process, focus, choice, intellect, emotion, model, foundation, collaborate, and community

**Science
Vocabulary**

Tectonics, expansion, contraction, fusion, spiral, anomaly, explosion, placid, dissonance, scientific method, circuitry, brain, mind, DNA, time, energy, inertia, nucleus, ecology, hypothesis, static, mutation, conservation, and singularity

**Mathematics
Vocabulary**

Architecture, patterns, manipulation, rational thought, scaffolding, symmetry, asymmetry, discrete, problem solving, abstraction, concrete, binary, incongruent, congruent, dimension, system, slope, unit, scale, extraneous, Golden Ratio, and Golden Mean



Vocabulary of Knowledge and Design

**Reading
Vocabulary**

Knowledge, design, structure, connection, theme, cognitive, argument, discourse, results, keystone, connect, cohesive, theory, frame of reference, form, function, rhythm, harmony, and cause/effect

**Social Studies
Vocabulary**

Conduct, culture, governance, dynamics, legacy, human nature, beliefs, discovery, networks, practices, tools, productive, counter-productive, society, Renaissance, value system, innovation, technology, beauty, and aesthetics

McKinney-Vento Homeless Education Assistance Act

If a student lives in any of the following situations:

- Sharing the house of others due to loss of housing or economic hardship.
- Living in a motel or hotel due to loss of housing or economic hardship.
- Staying in a shelter, emergency or transitional housing.
- Substandard housing; without electricity, running water, health code violations, lack of cooking capabilities, etc.
- Sleeping in a car, campground, or public/park space. Whether student resides with his/her legal parent or guardian or not. A place not designated for regular sleeping accommodations by a human.

Then, the student may have the following rights or protections under the McKinney-Vento Homeless Education Act:

- To go to school, no matter where the student is currently living.
- To be immediately enrolled in school even if student lacks a permanent address; lacks proof of residency, or other documents.
- To continue enrollment in the student's school which he/she attended before becoming homeless, or school which student is currently zoned.
- To attend classes while the new school secures previous school records.
- To continue to attend classes while dispute is being heard and resolved, in case of enrollment dispute.
- To request assistance with transportation to school of origin.
- To participate in school lunch program with students who are not homeless.
- To receive free school lunch.

If you have any questions, please contact the district nurse at Lake Wales Charter Schools, 863.679.6560

Title I Parent Involvement Summary

Mission Statement: District and school-based Title I Parent Involvement Programs in Polk County will strive to build relationships to create real family engagement for every child, every family, every teacher, every day.

Parent Involvement

Parents are given the opportunity to participate in regular, meaningful communication involving academic learning and other school activities.

Annual Title I Parent Meeting

In the fall, parents will review the Bok Parent Involvement Plan Summary, The District Parent Involvement Plan Summary, and the Bok Compact. Upon request, translations will be provided.

Parent and Family Engagement Plan

Parents are notified of meetings throughout the year including making instructional adjustments. The school parent calendar, available on the school's website, posts meetings, events, and opportunities for parents. In the spring, meetings are held to review, improve and revise the Parent and Family Engagement Plan. Suggestions are given each year for continued improvement.

School Improvement Plan

Parents are notified about PTO/SAC meetings on social media and the school website. Parents are encouraged to attend PTO meetings. The plan is reviewed by the School Advisory Committee, administration, and Title I representative. The SAC uses guided suggestions provided by the Lake Wales Charter Schools, Inc. to review and revise.

School's Curriculum

The school uses Florida state assessments as way meaningful communication involving academic learning and a foundation for learning in grades 6, 7, and 8. Students will be given Progress Monitoring Assessments three or four times a year in reading, math, writing, social studies, and science. Students will also be given various assignments, as directed by the administration, to track individual student achievements, as well as assist teachers in delivering data driven lessons, and making instructional adjustments. The proficiency levels are PTO/SAC meetings. The school parent calendar, available on the listed on the student progress monitoring reports for each school's website, posts meetings, events and opportunities for subject level.

Opportunities for Engagement

Parents are encouraged to attend the Open House scheduled each fall which includes the Annual Title I Parent meeting. Parents are encouraged to attend PTO meetings. Parent events are scheduled each year which support parent involvement, assessment knowledge, technology use, promotional requirements and more. Upon request, translations are provided. We need your help to educate YOUR child! Please, get involved!



School - Parent Compact Agreement

2024-2025

Edward W. Bok Academy will work to ensure:

- ★ **YOUR CHILD** receives high-quality content provided in a supportive, safe, and effective learning environment in order for him/her to meet Florida's student academic achievement standards. Our goal is to foster lifelong learning.

In order to provide this high-quality instruction, our teachers have been trained in the following areas: standards-based and data-driven instruction, implementing effective "best practice" instructional strategies, adapting curriculum maps, continuous monitoring of student progress, differentiation, and current teaching materials. In addition, teachers also continue individualized professional development plans. All courses follow the state benchmarks provided by the Florida Department of Education.

- ★ Parent-teacher conferences are held regularly, and this compact will be reviewed as it relates to **YOUR CHILD'S** academic achievement.

Our school continues to offer parent-teacher conferences whenever there is a concern by administrations, teachers, and/or parents. Conferences are held before or after school or during the school day as arranged by teachers. If you wish to have a parent-teacher conference, please call the front office at (863) 638-1010 to schedule a time.

- ★ Frequent reports on **YOUR CHILD'S** progress will be provided to you via:

student agendas, online school grade management system, student grade reports, progress monitoring reports, state assessment reports, interim reports, and report cards.

- ★ **YOU** have reasonable access to staff :

before or after school, pre-scheduled times during the school day. Teachers and staff may also be contacted by email or phone and will respond within 48 hours.

- ★ **YOU** are welcomed as an observer and volunteer in the school.

You are a vital partner in your child's education. We encourage your continued involvement in provided school activities. Parents and other volunteers MUST become PCSB or LWCS approved volunteers in order to participate in various opportunities such as field trips, class tutoring, book fairs, sharing lunch with your child on campus, and/or other school activities. We welcome you to serve on the PTO and SAC. Please contact the office at (863) 638-1010 for further information.

We are depending on **YOU** (parent/guardian) to

- have your child at school every day and on time.
- provide support and a quiet workspace for your child to complete assignments.
- encourage your child to read and/or read to your child 20-30 minutes daily without distractions.
- participate in decisions about your child's education through PTO, SAC, committees, etc.
- attend and/or request parent conferences when necessary.
- be an active participant in your child's education and seek assistance from the school to further support your child in his/her academic efforts at home.

We are depending on **YOU** (Bok student) to

- attend school every day with a "ready to learn" mindset.
- complete all assignments for all courses, including prepwork, in a timely manner.
- read something of interest every day.
- deliver all notices, reports, and information you receive at school to your parent/guardian. give maximum effort to your education at all times.
- reach your highest potential in your academics and behavior.
- advocate for your educational needs.

We look forward to working with you to provide quality learning experiences for your child. Research proves that when **YOU** are involved, supportive, and engaged in the educational process of **your child**, he/she will perform better in class, assessments, and seek higher educational opportunities.

WE NEED YOUR HELP TO EDUCATE YOUR CHILD.

If you are willing to make this commitment with us, please sign below.

Principal Signature

Parent/Guardian Signature

Date

Student Signature

Date

This compact is discussed at Open House: Title 1 Annual Meeting.