St. Petersburg High School International Baccalaureate

Expectations and Guidelines

Membership in the International Baccalaureate Program (IB) is a privilege. SPHS IB students are expected to maintain model standards of behavior, character, academics and attendance. According to the Pinellas County Schools Diploma Application Program (DAP) Guidelines, DAP students must abide by the PCS school of conduct and at IB World Schools always model the IB leaner profiles. Additionally, DAP students are expected to maintain consistent school attendance. This document details the policies, guidelines and expectations for the SPHS IB students.

# Behavioral Expectations

IB students are held to a higher disciplinary standard. Repeated misconduct (or a single egregious infraction) will result in the student's removal from the program. In IB, special attention is paid to bullying, harassment, and academic

disciplinary infractions such as cheating, computer misconduct, illegal possession of exams, or plagiarism.

## The Honor Code

Students in the SPHS Pre-IB Program (Freshman and Sophomores) and IB Diploma Program (Juniors and Seniors) are expected to maintain the highest standard of academic and personal integrity. Integrity includes honesty, trustworthiness and reliability. Every student has a right to pursue an education that is free from the problems caused by any form of intellectual dishonesty.

Malpractice: The International Baccalaureate Organization (IBO) defines malpractice as "behavior that results **in**

the candidate or any other candidate gaining an unfair advantage ... " and includes:

* + Plagiarism - the representation of the ideas or work of another person as the candidate's own
	+ Collusion - the supporting of malpractice by another candidate, as allowing one's work to be copied or submitted for another
	+ Duplication of work - the presentation of the same work for different assignments
	+ Others - includes:
		- Taking unauthorized materials into an exam, test, quiz or other assessments situation
		- Engaging in misconduct during an exam, test, quiz or any other assignment
		- Falsifying any records
		- Copying, paraphrasing reusing or submitting another's work without acknowledging the source, including information form the Internet
		- Receiving or giving of any unauthorized assistance on any form of academic work The IB faculty is opposed to malpractice and cheating for several reasons
	+ Cheating does not level the playing field. Cheating may result in a student receiving the same or better grade as students who have honestly earned the grade. Such dishonesty could result in the cheater's grade point average and class rank to be unfairly inflated and thus negatively affecting other students' class rank.
	+ Cheating misrepresents to parents, colleges and teachers a student's mastery of the subject.
	+ The time taken to monitor students for cheating causes a reduction in the time a teacher must use for academic instruction.
	+ Students who are mature enough to select and qualify for a rigorous academic program should also be mature and committed enough to work for and accept the grades they earn.

Students with questions about whether something constitutes plagiarism must consult with the teacher prior to submitting the work/assignment.

# *Dismissal*

Students will be dismissed from the IB Program for involvement in a disciplinary infraction of serious nature, such as battery, bullying, harassment, fighting, drugs, alcohol, weapon, gang-related activity and felony arrest. In cases of a student's removal from the program due to minor repeated misconduct, the IB Coordinator will have notified the student's parents in writing to correct the inappropriate behavior before removing the student. Reassignment to a district discipline program or expulsion will result in immediate removal from the IB Program. The Student Assignment Office will determine what school the student will attend.

**ACADEMIC GUIDELINES -2024-2025**

Membership in the International Baccalaureate Programme (IB) is a privilege. Due to the rigor of the Programme, academic and behavioral standards are necessary. To remain in the IB Programme, a student must, at all times, be a full IB Diploma Candidate. To be a full diploma candidate, the student must complete all assessments required by the IB Organization for diploma candidacy, i.e. internal assessments, Theory of Knowledge requirements, external assessments, the extended essay and the Community, Activity, Service (CAS) component.

***Pre-SPIB (9th & 10th grades):***

***MID-PERIOD WARNING:***  May be issued for freshman and sophomores who have a D or F in an academic subject at mid-point in the 9-week quarter. Parents will be notified by email from the teacher (if no email address is available, notice will be mailed). Mid-period warning dates are available at the end of this document, on IB website calendar, and ManageBac calendar.

* **Students with one D in a core subject** will complete a Student Success Plan for the course of concern to establish a plan for academic improvement. The Success Plan template will be attached to the mid-term report emailed from the teacher. Parents are encouraged to collaborate with the students to complete the Success Plan. The completed plan must be returned to the teacher within one week from date of receipt.
* **Students with more than one D and/or a failing grade** will receive a Student Success Plan in the classes of concern as stated above. In addition, the students will be assigned an Individual Academic Advisor that will meet with the student at least once every 9-day rotation. The students will be assigned to this Academic Advisor until the end of the marking period (quarter) at which time their academic progress will be re-evaluated.

***QUARTER (9- WEEK) WARNING:***“Academic Alerts” will be issued for students whose GPA falls below a 2.69 and/or they have Ds or Fs in academic classes at the **end of the 9-week marking period**. Parents will be notified by email (if no email address is available, a notice will be mailed). A student who receives an “Academic Alert” notification is required to meet with his/her Individual Academic Advisor once every 9-day rotation until the GPA is at or above 2.69 and all academic grades are above a D. Students who receive an “Academic Alert” are strongly encouraged to make an appointment with their teachers to pre-sit/re-sit classes in areas of weakness, and/or attend tutoring on a regular basis.

***SEMESTER CONSEQUENCS/PROBATION****:*

* A student with a **first semester** grade of F or more than one D in an academic class will be removed from the Pre-Diploma Programme and assigned to his/her zoned school.
* A student with an **unweighted** **first semester GPA\*** less than 2.69 will be placed on “Academic Probation.” Parents will be notified by email (if no email address is available, notice will be mailed). A student on “Academic Probation” is required to meet with his/her Individual Academic Advisor once every 9-day rotation until the GPA is at or above 2.69 and all academic grades are above a D. Students on probation will complete a Success Plan (s) in the course(s) of concern and are strongly encouraged to make an appointment with their teachers to pre-sit/re-sit classes in areas of weakness, and/or attend tutoring on a regular basis.

***END OF YEAR:***

***FRESHMAN:*** A student will be removed from the Pre-Diploma Programme and assigned to his/her zoned school for the following reasons:

* The **cumulative\*\* unweighted** **GPA** is less than 2.69 at the end of the freshman year.
* A second semester or “Full Year” (EOC classes**) grade of F or more than one D in an academic class**. There will be no appeal. Parents will be notified by email (if no email address is available, notice will be e-mailed).

***SOPHOMORE:***  A student will be removed from the Pre-Diploma Programme and assigned to their zoned school for the following reasons:

* **The cumulative\*\* unweighted** GPA is less than 2.69 or more than one final grade of D. The dismissal may be appealed
* A second semester or end of year grade of F. If a student fails a class, there is no appeal.

Parents will be notified by email (if no email address is available, notice will be mailed).

*Curriculum Note:* Students with a quarter/and or semester grade of C or lower may have the sophomore year curriculum prescribed by the IB faculty, facilitated by the advisor in order to improve the probability of achieving success in the IB Programme.

***SPIB Program (11th and 12th grades):***

***QUARTER (9-WEEK) WARNING: “***Academic Alerts” will be issued for students whose GPA falls below a 2.69 and/or have Ds or Fs in academic classes at the end of the 9-week marking period. Parents will be notified by email (if no email address is available, notice will be mailed). A student who receives an “Academic Alert” is required to meet with his/her academic advisor once every 9-day rotation until the GPA is at or above a 2.69 and all academic grades are above a D. Students who receive an “Academic Alert” are strongly encouraged to make an appointment with their teachers to pre-sit/re-sit classes in areas of weakness, and/or attend tutoring on a regular basis.

***SEMESTER CONSEQUENCES/PROBATION:***

* A student with a first semester grade of F will be removed from the Programme.
* If they have more than one D and/or an **unweighted first semester GPA** \* less than 2.69 they will be placed on “Academic Probation.” Parents will be notified by letter. A student with an unweighted GPA that is less than 2.69 is required to meet with his/her academic advisor once every 9-day rotation until the GPA is at or above a 2.69 and all academic grades are above a D. Students are strongly encouraged to make an appointment with their teachers to pre-sit/re-sit classes in areas of weakness, and/or attend tutoring on a regular basis.

***END OF YEAR ACTION:***

***JUNIORS:***

* A junior with a **cumulative\*\* unweighted GPA** that is less than 2.69 and/or a second semester final grade of F or more than one second semester final grade of D will be removed from the IB Programme.
* These students may remain at St. Petersburg High School, if approved by Student Assignment Office, however, no transportation services will be provided for those students who live out of the SPHS zone. There will be no appeal. Parents will be notified by email (if no email address is available, notice will be mailed).

***SENIORS:***

Second semester seniors must earn a passing grade in all required courses to be eligible for a Florida High School Diploma.

\*The unweighted first semester GPA is the average of semester grades earned in high school for that school year.

\*\*The cumulative GPA is the average of all semester grades earned in high school.

***DIPLOMA REQUIREMENTS (11th & 12th grades)***

***Internal Assessments***

Students who do not submit the required Internal Assessments (IA) may not earn the IB Diploma or a State of Florida Diploma. Due dates for Internal Assessment are set by each academic department. Students must meet the due dates or will be removed from the Programme.

***Theory of Knowledge (TOK)***

The TOK course must be completed and passed to be a diploma candidate. As a requirement for this course, a student must write, for external assessment purposes, one essay. Failure to complete any or all required assignments will result in the student’s removal from the Programme.

***Extended Essay (EE)***

As full diploma candidates, students must submit finished copies of the EE to their advisor by the due date established by the academic department and outlined in the EE Contract. Failure to meet department deadlines will result in a disciplinary referral. Failure to submit a completed EE by the due date will result in removal from the IB Programme-

***Community, Activity, Service (CAS)***

As full diploma candidates, students must complete the CAS component of the IB Programme by the established due date. According to the IB, CAS activities must be performed on a continuous basis for over a minimum of 18 months (about 1 and a half years). CAS must continue until at least February of the senior year. Rising seniors must be in compliance with CAS guidelines for at least nine months by July 31st to be permitted to start their senior year in the IB Programme. Compliance guidelines will be provided separately.

***External Assessments***

Students are expected to take all required external (IB) exams. Students who do not show up for exams or take them in good faith must reimburse the district the cost of the exams.

***ATTENDANCE***

Due to the program's rigor and high expectations, students must be in class regularly. Extenuating circumstances may cause a student to be temporarily absent from the program for an extended period. An agreement upon the conditions and acceptable length of absence will be facilitated by the program coordinator. Failure to comply with the agreement will result in removal from the Program.

***MID-TERM DATES***

**Freshman & sophomore mid--period warnings are based on assignments/grades earned from start of marking period through the following dates:**

Tuesday, September 10, 2024 Tuesday, February 11, 2025

Tuesday, November 12, 2024 Tuesday, April 29, 2025

**PLEASE RETURN THIS PAGE ONLY**

I understand the **Academic Guidelines** document is available on ManageBac and on the St. Petersburg High School website: [www.stpetehigh.com](http://www.stpetehigh.com/), in the International Baccalaureate link, under the IB Program tab.

I have read and agree to comply with the **2024-2025 IB Academic Guidelines.**

Parent\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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