



School Address:

2550 South Flamingo Road
Davie, Florida 33325

School Phone Number:

954-423-9704

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Welcome to the 2026–2027 School Year

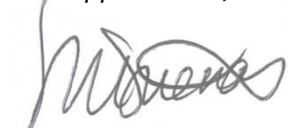
Dear AMCS Families,

Welcome to a new year at Atlantic Montessori Charter School. Our school is entering an exciting chapter—one built around strong academics, joyful learning, intentional school culture, and authentic opportunities for children to lead, create, solve problems, and contribute to their community.

This year, our Kindergarten through fifth-grade students will experience our enhanced Montessori-aligned instructional model and the launch of Eagle City, Broward County's first schoolwide Micro-Society. Students will apply academic skills through banking, jobs, entrepreneurship, student government, media, community service, and a school marketplace. These experiences are not separate from academics; they are designed to help students understand why reading, writing, mathematics, science, social studies, character, and communication matter in the real world.

Our commitment remains clear: every child deserves excellent instruction, appropriate support, high expectations, a safe and welcoming environment, and adults who believe in their potential. Families are essential partners in that work. Please read this handbook carefully and keep it available throughout the year.

With appreciation,



Dr. Monica B. Dueñas
Executive Director & Principal

School Contact Information

School	Atlantic Montessori Charter School
School ID Numbers	5164 and 5029
School Address	2550 South Flamingo Road Davie, Florida 33325
School Telephone	954-423-9704
Website	www.AMCharterSchool.org
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Mission, Vision, and Core Commitments

Mission

Atlantic Montessori Charter School provides high-quality, standards-aligned instruction rooted in Montessori principles and strengthened by meaningful real-world learning. We cultivate academic excellence, independence, creativity, character, curiosity, and civic responsibility in a safe community defined by warmth, kindness, respect, and high expectations.

Vision

Atlantic Montessori Charter School will be a beacon of educational excellence and innovation where children become capable readers, writers, mathematicians, problem-solvers, leaders, entrepreneurs, and compassionate citizens. Through a collaborative partnership among students, educators, families, the Governing Board, and community partners, we prepare every student to thrive in school and in a changing world.

Our Core Commitments

- Academic excellence through rigorous, explicit, differentiated, and data-informed instruction.
- Montessori-aligned learning that develops independence, order, concentration, choice, responsibility, and respect.
- Daily small-group instruction and timely intervention based on student need.
- A safe, inclusive, nurturing environment where every student is known and supported.
- Real-world learning through Eagle City and the Micro-Society model.
- Strong family communication and meaningful parent partnership.
- Integrity, empathy, kindness, responsibility, peaceful problem-solving, environmental stewardship, and civic participation.

A New Dawn of Learning reflects our commitment to combining authentic Montessori principles with innovative, real-world learning experiences that prepare students to become independent thinkers, compassionate citizens, and future leaders.

Our Charter and Montessori Identity

What Is a Charter School?

A charter school is a tuition-free public school operating under a performance contract. Charter schools have flexibility to design innovative programs, but they remain accountable for student achievement, legal compliance, financial stewardship, school safety, and the terms of their charter.

The Montessori Philosophy at AMCS

Dr. Maria Montessori observed that children learn best when they are active participants in purposeful work. At AMCS, Montessori principles are integrated with Florida's B.E.S.T. Standards and required core curricula. Students learn in orderly, inviting environments; use concrete and visual materials; build independence; practice self-management; make appropriate choices; collaborate respectfully; and progress toward mastery with teacher guidance.

Montessori Goals

- Develop independence, confidence, concentration, self-discipline, and intrinsic motivation.
- Help students move from concrete experiences to abstract understanding.
- Build respect for self, others, the environment, materials, and the learning community.
- Create lifelong learners who ask questions, persist, reflect, and take responsibility for their growth.
- Balance individual learning needs with collaboration and community responsibility.

Eagle City: AMCS Micro-Society

Beginning in 2026–2027, AMCS students in Kindergarten through fifth grade will participate in Eagle City—our schoolwide Micro-Society. The program transforms the school into a child-sized community where students apply academic standards through authentic civic and economic experiences.

The Five Systems of Eagle City

- **Banking:** Students earn Eagle Bucks, receive paychecks, make deposits, maintain balances, and practice saving and spending.
- **Jobs:** Students apply, interview, serve in classroom and schoolwide roles, and rotate through age-appropriate responsibilities.
- **Marketplace and Business:** Students create products or services, calculate costs, set prices, advertise, and participate in Market Day.
- **Media and Communication:** Eagle News and student media help students research, write, speak, report, and communicate responsibly.
- **Student Government and Civic Life:** Students learn leadership, elections, laws, community decision-making, service, and peaceful conflict resolution.

How Micro-Society Supports Academics

- Reading and writing through applications, advertisements, news stories, speeches, policies, signs, and reflections.
- Mathematics through money, budgeting, data, measurement, operations, pricing, profit, and financial decisions.
- Science and environmental learning through City Gardens, recycling, sustainability, and problem-solving.
- Social studies through citizenship, government, economics, laws, community roles, and civic responsibility.
- Character development through reliability, honesty, teamwork, leadership, service, and accountability.

Eagle City is integrated into the regular instructional day and is not an extracurricular activity. Participation is part of the school's educational program.

School Calendar, Hours, and Daily Schedule

AMCS follows the Broward County Public Schools calendar unless families are notified otherwise.

Program / Time	2026–2027 Schedule
Before Care	7:00 a.m.–8:00 a.m. (registered students only)
Student Arrival	8:00 a.m.–8:25 a.m.

Instructional Day	8:30 a.m.–3:00 p.m., Monday, Tuesday, Thursday, and Friday
Wednesday Early Release	All K–5 students dismiss at 2:00 p.m.
Aftercare	Dismissal–6:00 p.m. (registered students only)
Teacher Hours	8:00 a.m.–3:30 p.m.

Changes to the Schedule

The school may adjust schedules for emergencies, weather, safety, testing, special events, or operational needs. Official changes will be communicated through ClassDojo, email, text, telephone, FOCUS, and/or the school website.

Arrival, Dismissal, and Early Release

Morning Arrival

- Students should arrive between 8:00 and 8:25 a.m.
- Instruction begins promptly at 8:30 a.m.; students not in their assigned learning space by 8:30 a.m. are tardy.
- Families must follow the established traffic pattern, staff directions, and designated drop-off areas.
- Parents may not park and walk students into instructional areas unless directed or previously authorized.

Dismissal

- Students are released only through approved dismissal procedures and to authorized adults.
- Families must display or present required dismissal identification when requested.
- Changes to a child's dismissal plan must be submitted in writing through an approved school communication method before the school's cutoff time.
- Students may not be released based solely on a child's verbal statement or an unverified telephone request.
- Photo identification may be required at any time.

Early Checkout

Whenever possible, appointments should be scheduled outside instructional hours. To protect instruction and prepare for dismissal, routine early checkouts should occur before 1:45 p.m. on regular days and before 12:45 p.m. on Wednesdays. A parent/guardian or authorized adult must report to the office with photo identification and sign the student out.

Attendance and Tardiness

Regular, punctual attendance is essential. Every absence, late arrival, and early checkout reduces instructional time and may affect achievement, intervention services, assessment results, and student confidence.

Reporting an Absence

- Notify the school through the approved attendance process as soon as possible.
- Submit written documentation explaining the reason for the absence within 48 hours of the student's return unless the school authorizes otherwise.

- Medical documentation may be required for repeated, extended, or medically related absences.
- A telephone call alone may not be sufficient documentation when written verification is required.

Examples of Potentially Excused Absences

- Student illness or medical appointment.
- Illness or death in the immediate family.
- Religious observance.
- Required court appearance or subpoena.
- Communicable illness or condition requiring exclusion from school.
- A special circumstance approved in advance by the principal or designee.

Patterns of Nonattendance

The school will identify patterns of nonattendance early and may contact the family, hold an attendance conference, develop an attendance improvement plan, refer the matter to the school's problem-solving team, and take additional action required by Florida law and Broward County procedures. Five unexcused absences within a calendar month or ten within a 90-calendar-day period may trigger formal intervention; fifteen unexcused absences within 90 calendar days may meet the statutory definition of habitual truancy.

Academic Program and Instructional Model

Core Curriculum

Content Area	Instruction
English Language Arts	HMH Into Reading, foundational literacy, writing, vocabulary, comprehension, handwriting, and grade-level texts.
Mathematics	enVision B.E.S.T. Mathematics with conceptual understanding, fluency, problem-solving, and application.
Science	HMH Florida Science with inquiry, investigation, vocabulary, reading, writing, and hands-on learning.
Social Studies	McGraw-Hill Social Studies with civics, history, geography, economics, and community learning.

Intervention and Enrichment

- Daily small-group instruction based on student data and classroom performance.
- K–2 foundational literacy support may include Heggerty, Primary Phonics, Explode the Code, iStation, and other approved resources.
- Grades 3–5 intervention may include Read 180, Math 180, IXL, iStation, and targeted teacher-created instruction.
- Students may receive enrichment, acceleration, reteaching, progress monitoring, or problem-solving team support.

Handwriting Progression

- Kindergarten: manuscript formation and correct pencil habits.
- Grade 1: manuscript accuracy, spacing, and fluency.
- Grade 2: manuscript fluency and introduction to cursive.
- Grade 3: systematic cursive instruction and application.
- Grades 4–5: advanced cursive fluency, legibility, and mastery.

Assessment, Grading, and Academic Progress

Assessment Program

Students are assessed through daily observation, classwork, curriculum assessments, writing samples, projects, quizzes, performance tasks, diagnostic assessments, progress monitoring, and required state assessments. AMCS uses multiple sources of evidence rather than relying on a single test.

- FAST Progress Monitoring as required by the State of Florida.
- STAR Early Literacy for Kindergarten and Grade 1, and STAR Reading beginning in Grade 2, as applicable.
- Curriculum-based assessments in reading, mathematics, science, and social studies.
- Intervention diagnostics and progress monitoring for students receiving additional support.

Grading

Grades communicate a student’s progress toward grade-level standards. Teachers enter grades and comments in FOCUS. Families should review FOCUS regularly and contact the teacher when they have questions.

Grades K–2	Grades 3–5
Standards-based indicators reflecting proficiency, developing skills, and areas requiring support.	A: 90–100 B: 80–89 C: 70–79 D: 60–69 F: 59 and below

Progress Reports, Report Cards, and Conferences

- Interim progress reports and report cards are issued according to the school calendar and made available through FOCUS.
- Teachers will communicate significant concerns before the end of a grading period whenever reasonably possible.
- Families are expected to participate in at least two parent-teacher conferences during the year, with the first conference held before November unless otherwise approved.
- Retention, promotion, intervention, and good-cause decisions follow applicable Florida law, district guidance, student data, and documented supports.

Homework, Student Technology, and Digital Citizenship

Homework

Homework reinforces essential skills, supports reading practice, builds responsibility, and gives families insight into current learning. Teachers will assign developmentally appropriate homework and communicate expectations. Students are expected to complete and return work on time.

School-Issued Devices

- School technology is provided for educational use and remains subject to school monitoring and acceptable-use expectations.
- Students must carry, store, charge, and use devices carefully.
- Families may be financially responsible for intentional damage, negligence, loss, missing accessories, or failure to return school property.
- Students may not bypass filters, install unauthorized applications, alter settings, share passwords, access inappropriate content, or use another person's account.

Personal Wireless Devices

Elementary students may not use cell phones, smart watches, earbuds, tablets, gaming devices, or other personal wireless communication devices during the school day. Devices brought to school must remain powered off and stored as directed. The school is not responsible for loss, theft, or damage. Unauthorized devices may be confiscated and released only to a parent/guardian or handled in accordance with the Code of Student Conduct.

Digital Citizenship and Artificial Intelligence

- Students must be truthful about authorship and may not submit copied, generated, or assisted work as their own unless the teacher has specifically allowed it.
- Students may not photograph, record, post, message, or share information about others without permission.
- Cyberbullying, impersonation, threats, harassment, inappropriate searches, and misuse of school accounts are prohibited.
- Teachers may use age-appropriate digital and AI-supported tools only for approved instructional purposes and with required safeguards.

Student Conduct, Discipline, and Restorative Support

AMCS follows the Broward County Public Schools Code Book for Student Conduct and applicable state and federal law. Discipline is intended to protect safety, preserve learning, teach replacement behaviors, repair harm, and hold students accountable in a fair and developmentally appropriate manner.

Schoolwide Expectations

- Be safe.
- Be respectful.
- Be responsible.
- Be ready to learn.
- Protect the rights, property, dignity, and learning of others.

Behaviors That Are Not Tolerated

- Fighting, assault, threats, intimidation, bullying, harassment, discrimination, hazing, or retaliation.
- Profanity, obscene gestures, sexual misconduct, or abusive language.
- Weapons, replicas, dangerous objects, controlled substances, alcohol, nicotine products, or contraband.
- Theft, vandalism, destruction of property, technology misuse, or significant disruption.
- Defiance, repeated disrespect, unsafe behavior, leaving assigned areas, or refusal to follow lawful staff directions.

Possible Responses

- Redirection, reteaching, reflection, restorative conversation, parent contact, behavior plan, loss of privilege, restitution, or school service.
- Problem-solving team referral, counseling support, functional behavior assessment, intervention plan, or threat management procedures.
- Detention, alternative setting, in-school suspension, out-of-school suspension, recommendation for expulsion, or other action authorized by law and the Code.

Bullying, Harassment, Threats, and Student Safety

Bullying, cyberbullying, harassment, discrimination, retaliation, and threats are prohibited on school grounds, transportation, school-sponsored activities, and through electronic conduct that substantially disrupts school or affects a student's safety.

Reporting a Concern

- Tell a trusted staff member, teacher, administrator, counselor, or the Safe-School Officer immediately.
- Families should contact the school promptly and provide dates, names, screenshots, messages, witnesses, and other relevant information.
- Anonymous safety concerns may also be reported through FortifyFL when appropriate.
- Emergencies and imminent danger should be reported to 911.

Threat Management

AMCS maintains a multidisciplinary Threat Management Team that evaluates concerning behavior and threats, identifies risk, develops interventions, coordinates services, and completes required reporting. A threat assessment is a safety process, not automatically a disciplinary conclusion.

Involuntary Mental Health Examination

When a student may meet legal criteria for an involuntary mental health examination, trained staff will use de-escalation and available mental-health supports whenever feasible. The principal or designee will make reasonable efforts to notify the parent/guardian before removal, unless delaying action is necessary to protect the student or others or another legal exception applies. Contact attempts and actions will be documented.

Emergency Preparedness and Campus Security

- A Safe-School Officer/School Guardian is assigned in accordance with Florida law.
- AMCS uses Raptor or another approved visitor-management process and may require government-issued identification.
- The school participates in Alyssa's Alert/SaferWatch emergency communication and coordinates with first responders.
- Emergency drills may include fire, evacuation, lockdown, active assailant, severe weather, and other required exercises.
- Students and adults must follow staff and law-enforcement directions immediately during drills and emergencies.

Family Communication During an Emergency

The school will communicate verified information as soon as it is safe and appropriate. Families should avoid calling repeatedly, entering a restricted campus, approaching emergency vehicles, or relying on rumors and social media. These actions can interfere with emergency response.

Reunification

1. Go only to the official reunification location communicated by the school.
2. Bring government-issued photo identification.
3. Remain in the designated parent area and follow staff directions.
4. Students will be released only to adults authorized in school records.
5. The receiving adult must sign the student out and may be required to document identification.

Health, Medication, Illness, and Injury

Medication

Medication may be administered only in accordance with school health procedures. Required physician orders, parent authorization, original labeled containers, and other documentation must be submitted to the office. Students may not carry medication—including over-the-counter medication, cough drops, or supplements—unless a legally authorized self-carry plan is on file.

Illness and Exclusion

- Students who are ill, contagious, vomiting, experiencing diarrhea, have a fever, or cannot participate safely in school should remain home.
- Families must pick up an ill or injured child promptly after being contacted.
- The school may require medical clearance before a student returns.
- Families must disclose life-threatening allergies, seizures, asthma, diabetes, and other health conditions requiring an emergency plan.

Injury and Emergency Care

Staff will provide basic first aid within the scope of their training and contact the family. In a life-threatening emergency, the school will call 911 and follow emergency medical directions. When a parent/guardian cannot be reached, emergency treatment and transportation may proceed when authorized by law and deemed necessary by emergency professionals.

Food Allergies and Outside Food

Families should not send food containing known classroom allergens when notified. Shared food must be commercially prepared, sealed, labeled, and approved in advance. The school may limit or prohibit outside food to protect student safety.

School Meals, Cafeteria, and Nutrition

AMCS participates in the National School Lunch Program and uses an approved food-service provider. Meal prices, eligibility procedures, menus, ordering methods, payment expectations, and free/reduced-price meal information will be communicated separately and may change during the year.

Family Expectations

- Complete all meal benefit and household applications by the stated deadlines.
- Maintain sufficient meal funds or follow current ordering procedures.
- Provide a complete lunch when a student brings food from home.
- Do not send soda, energy drinks, gum, candy as a meal, glass containers, or unsafe food items.
- Notify the school of food allergies and provide required medical documentation.

Cafeteria Expectations

- Use appropriate table manners and indoor voices.
- Remain seated unless given permission.
- Do not throw, trade, play with, or intentionally waste food.
- Clean the eating area and follow recycling and environmental procedures.
- Treat cafeteria staff, classmates, and facilities respectfully.

Uniform and Student Appearance

Uniforms support safety, belonging, readiness, and an orderly learning environment. Students are expected to arrive in complete uniform every school day unless the school announces an approved exception.

Required K–5 Uniform

- Navy school polo with the official embroidered AMCS logo.
- Khaki, navy, or black uniform pants, shorts, skorts, or skirts.
- Closed-toe, closed-heel shoes appropriate for school and physical activity.
- A belt when bottoms have belt loops; shirts should be tucked unless the garment is designed and approved to be worn untucked.
- AMCS gold spirit shirt on the designated weekly spirit day and other announced school events.

Additional Standards

- Shorts, skirts, and skorts may not be more than approximately two inches above the knee.

- Clothing must fit securely at the waist and may not expose undergarments or the midriff.
- Jeans are permitted only on announced fundraiser, incentive, or special-dress days.
- Hoods, hats, sunglasses, slippers, Crocs-style open-back footwear, sandals, flip-flops, and distracting accessories are not permitted unless specifically approved.
- Clothing or accessories displaying weapons, drugs, alcohol, nicotine, profanity, sexual content, hate symbols, gangs, violence, or discriminatory messages are prohibited.

Corrections

The school will contact families and provide an opportunity to correct uniform concerns. Repeated noncompliance may result in parent conferences, loss of privileges, required purchase of an approved uniform item, or discipline consistent with the Code of Student Conduct. Reasonable accommodations will be considered for documented medical, disability, cultural, or religious needs.

Family Communication and Parent-Teacher Conferences

Communication Standards

- Use ClassDojo or school email for routine questions.
- Allow up to 48 business hours for a teacher or staff member to respond.
- Do not expect teachers to respond while they are teaching, supervising students, driving, or outside work hours.
- Use respectful, factual communication and address concerns privately rather than through class chats or social media.
- For urgent student safety concerns, call the office instead of relying only on a message.
- Parents are expected to monitor FOCUS regularly for grades, attendance, report cards, progress reports, and school information.

Conferences

Families are expected to participate in at least two conferences each school year. Conferences should review academic progress, assessment data, attendance, behavior, work habits, intervention or enrichment needs, homework, goals, and specific actions the school and family will take. Conferences may not occur during arrival, dismissal, instruction, or active student supervision.

Problem-Solving and Chain of Communication

- Begin with the classroom teacher for classroom, assignment, grading, or routine student concerns.
- Contact the appropriate coordinator, specialist, or office staff member for services within their responsibility.
- Request administrative assistance when the matter remains unresolved or involves safety, legal compliance, or a schoolwide concern.
- Use the Governing Board grievance process only after school-level procedures have been followed, unless the concern directly involves the Executive Director or Board governance.

Family Engagement, Volunteering, and Class Liaisons

Volunteer Commitment

AMCS asks families to contribute 30 volunteer hours per child each year through service, school events, approved donations, classroom support, beautification, fundraising, field trips, community partnerships, and other approved activities. Volunteer participation strengthens the school community; however, no student will be denied a public education solely because a family is unable to complete volunteer hours.

Donations may be credited toward service hours only when approved, documented, and valued under the school's current volunteer procedures. Volunteers must complete all required screening, sign-in, identification, confidentiality, and supervision requirements.

Volunteer opportunities are available throughout the school year and may include classroom support, field trips, school events, beautification projects, and other approved activities.

Class Liaison Program

- Each classroom may select one parent/guardian liaison through an application process.
- The liaison shares teacher-approved reminders, volunteer needs, celebrations, and nonconfidential classroom information.
- The liaison does not address grades, discipline, student records, teacher performance, or individual family concerns.
- Class chats must remain respectful, school-focused, and free of gossip, fundraising not approved by the school, political campaigning, and student-specific information.
- The teacher and administration may modify or discontinue a class chat or liaison role when expectations are not followed.

Field Trips, Special Events, Birthdays, and Media

Field Trips

- Written permission and payment, when required, must be submitted by the deadline.
- Students must meet safety and behavior expectations; alternative participation may be required when a student's conduct creates a significant safety concern.
- Chaperones are selected based on trip needs, screening, reliability, and the ability to supervise all assigned students.
- Siblings and unapproved guests may not attend.
- Field trip payments may be nonrefundable once the school has committed funds to a vendor.

Birthdays and Classroom Celebrations

- Celebrations are at the teacher's discretion and must be approved in advance.
- Celebrations will be brief and scheduled so they do not disrupt instruction.
- Food must be store-bought, sealed, labeled, and compatible with classroom allergy restrictions.
- Balloons, elaborate decorations, deliveries, performers, and large parties are not permitted unless approved as a school event.
- Invitations may be distributed at school only when the entire class is invited or when the teacher confirms another equitable method.

Photography, Video, and Social Media

Families may photograph their own child at public events when permitted, but may not post identifiable images, video, names, grades, behavior information, or private details about other students without appropriate permission. Livestreaming inside classrooms or during student supervision is prohibited unless authorized by the school.

Visitors, Custody, Records, and Withdrawal

Visitors

- All visitors must report directly to the office, present identification, complete screening, wear a visitor badge, and sign out.
- Visitors may enter only approved areas and must remain with their host or follow staff directions.
- The school may deny or limit access when necessary for safety, confidentiality, instruction, or orderly operations.

Custody and Authorized Access

The school will follow current court orders and legal documentation on file. It is the family's responsibility to provide certified or otherwise legally sufficient documents and to notify the school when orders change. Without a valid order limiting access, the school generally must recognize the rights of a legal parent or guardian.

Educational Records and FERPA

Parents and eligible students have rights regarding educational records under the Family Educational Rights and Privacy Act (FERPA). Requests to inspect records, amend inaccurate information, or obtain copies must follow school procedures. The school may disclose records without consent when a legal exception applies, including disclosure to school officials with legitimate educational interests.

Withdrawal and Transfer

Families should notify the office at least two business days before withdrawal when possible, complete required forms, return school property, pay outstanding program fees, and provide the receiving school's information. Educational records will be transferred in accordance with law.

Before/Aftercare, Fees, Payments, and Returned Checks

Before and Aftercare

Before care and aftercare are optional fee-based programs governed by a separate agreement. Enrollment is not guaranteed and may be suspended or terminated for nonpayment, repeated late pickup, unsafe behavior, failure to follow program rules, or inability of the program to meet a student's needs safely.

Payments

- Payments must be made through approved methods and by stated deadlines.
- Program fees, uniform charges, field trips, lost property, device damage, and other lawful charges remain the responsibility of the family.

- The school may require money order, card, certified funds, or another approved method after a returned payment.
- A returned payment may result in a \$40 returned-payment fee plus any applicable late fee identified in the governing agreement.

Financial Hardship

Families experiencing hardship should contact the office promptly. The school will identify available options when possible, but contacting the school does not automatically waive fees or preserve enrollment in optional fee-based programs.

Governing Board and Public Accountability

Atlantic Montessori Charter Schools, Inc. is governed by a volunteer Governing Board responsible for policy, fiscal oversight, legal compliance, strategic direction, and evaluation of the school's executive leadership. The Executive Director & Principal is responsible for day-to-day school operations.

2026–2027 Governing Board

- Mr. Chima Burey, President
- Ms. Jessica Marenco, Secretary
- Ms. Nilvia Yani Figueroa Medina, Treasurer

Public Meetings

Governing Board meetings are publicly noticed and conducted in accordance with Florida's Government in the Sunshine Law. Meeting dates, times, locations, virtual-access information, and agendas are posted through the school's official notice methods. Members of the public may attend and provide comment under the Board's public participation procedures.

Grievances

Families should first use the school's chain of communication. A formal grievance to the Governing Board should be submitted in writing and should identify the concern, relevant facts, steps already taken, requested resolution, and supporting documentation. The Board does not manage routine classroom or personnel matters that fall within the Executive Director's operational authority.

Prohibited Items, Personal Property, and Lost & Found

Prohibited or Restricted Items

- Weapons, replicas, ammunition, sharp objects, fireworks, explosives, lighters, matches, or items used as weapons.
- Alcohol, illegal drugs, controlled substances, nicotine products, vaping devices, or drug paraphernalia.
- Personal electronics and wireless devices except as permitted by school policy.
- Gum, energy drinks, glass containers, excessive candy, and other items prohibited by the teacher or school.
- Toys, trading cards, collectibles, large amounts of money, valuable jewelry, and irreplaceable items unless specifically approved.
- Animals or pets unless part of an approved instructional or service-animal arrangement.

Lost & Found

Label all clothing, lunch boxes, water bottles, backpacks, and personal items. Unclaimed items may be displayed for a limited time and then donated or discarded. The school is not responsible for lost, stolen, or damaged personal property.

Emergency Preparedness and Family Notification

Atlantic Montessori Charter School maintains a separate Comprehensive Emergency Operations, Health, and Safety Plan addressing emergency response, evacuation, shelter-in-place, lockdown, severe weather, student accountability, emergency communications, off-site relocation, and parent-student reunification.

The school conducts required emergency drills and coordinates with its Safe-School Officer, emergency responders, law enforcement, fire-rescue personnel, and other appropriate agencies.

During an emergency:

- Families will receive verified information through ClassDojo, email, telephone, text message, the school website, or other approved communication systems.
- Parents and guardians should not come to the school or a relocation site until instructed.
- Students will be released only to adults authorized in school records.
- Government-issued photo identification will be required during reunification.
- Families must follow staff and law-enforcement directions and remain in the designated parent area.
- The school may withhold specific safety information when disclosure could interfere with emergency response or compromise campus security.
- Families are responsible for keeping telephone numbers, email addresses, emergency contacts, custody documents, and authorized pickup information current.

FortifyFL

Students, families, staff members, and community members may use FortifyFL to report suspicious, dangerous, threatening, violent, or criminal activity. Emergencies and immediate threats should be reported to 911.

Parent-Student Reunification

When an emergency requires controlled dismissal or off-site relocation, the school will communicate the authorized reunification location and instructions. Families must bring photo identification and may not remove students directly from teachers, evacuation groups, buses, first-aid areas, or relocation sites without completing the school's release process.

Detailed emergency response procedures, staff assignments, relocation routes, emergency contacts, and reunification operations are maintained in the school's separate Comprehensive Emergency Operations, Health, and Safety Plan and are not reproduced in this handbook for security reasons.

STUDENT SUPPORT SERVICES (ESE, SECTION 504, ESOL, AND MTSS)

Atlantic Montessori Charter School is committed to providing every student with access to a high-quality education through appropriate academic, behavioral, and instructional supports.

Exceptional Student Education (ESE)

Students eligible for Exceptional Student Education services will receive supports and services in accordance with their Individualized Education Program (IEP) and applicable federal and state laws.

Parents are encouraged to actively participate in IEP meetings and educational planning. Services are designed to meet each student's individual needs while promoting access to the general education curriculum whenever appropriate.

Section 504

Students with qualifying disabilities may receive accommodations through a Section 504 Plan.

Parents who believe their child may qualify for accommodations should contact school administration.

English for Speakers of Other Languages (ESOL)

Students whose primary language is not English may qualify for ESOL services.

Services may include:

- English language instruction
- Classroom accommodations
- Progress monitoring
- WIDA ACCESS assessments, when applicable
- Parent communication in an understandable language whenever reasonably available

Multi-Tiered System of Supports (MTSS)

Atlantic Montessori Charter School utilizes a Multi-Tiered System of Supports to identify and respond to students' academic and behavioral needs.

Supports may include:

- Tier I Core Instruction
- Tier II Targeted Intervention
- Tier III Intensive Intervention
- Progress Monitoring
- Collaborative Problem Solving Team (CPST)

Parents will be informed when additional intervention is recommended and may be invited to participate in problem-solving meetings.

Participation in MTSS does not automatically indicate that a student has a disability.

HOMEWORK AND MAKE-UP WORK

Homework is designed to reinforce classroom learning, develop responsibility, encourage independent study habits, and strengthen communication between home and school.

Teachers will assign developmentally appropriate homework and communicate expectations to students and families.

Students are expected to:

- Complete assignments on time.
- Return homework by the assigned due date.
- Read independently each evening as recommended by the teacher.

Make-Up Work

Students are responsible for completing all assignments, assessments, and classroom activities missed during an absence.

Unless otherwise directed by the teacher, students will generally receive the number of school days absent plus one additional school day to complete make-up work.

Long-term assignments previously assigned before an absence remain due on the original due date unless an extension is approved by the teacher.

Teachers may assign alternative activities when the original instructional experience cannot reasonably be recreated.

STUDENT TECHNOLOGY AND LAPTOP PROGRAM

Atlantic Montessori Charter School provides students with technology resources that support daily instruction. Each student is assigned a school-issued Chromebook or laptop for educational purposes.

Students are expected to:

- Handle all devices with care.
- Carry devices with both hands.
- Never lift or carry a device by the screen.
- Keep food and beverages away from devices.
- Follow all technology expectations established by the school.
- Report damage immediately.

Students may not:

- Install software or applications.
- Attempt to bypass internet filters.
- Share passwords or accounts.
- Alter device settings.
- Use school technology for non-educational purposes.

Families may be responsible for repair or replacement costs resulting from intentional damage, negligence, or loss.

Every student is assigned a school-issued Chromebook to support daily instruction. Devices remain the property of Atlantic Montessori Charter School unless otherwise provided through an approved ownership program.

Families will receive a separate Student Device Agreement outlining responsibilities, optional purchase opportunities, fees, and repair procedures.

Additional expectations regarding device ownership, optional purchase programs, Google licensing fees, and take-home procedures are governed by the Student Device Agreement.

PHYSICAL EDUCATION, RECESS, AND PLAYGROUND EXPECTATIONS

Students participate in physical education and supervised recess according to the school's instructional schedule and applicable Florida requirements.

Students are expected to:

- Wear appropriate closed-toe athletic shoes.
- Follow staff directions at all times.
- Use playground equipment properly.
- Keep hands, feet, and objects to themselves.
- Remain within designated supervision areas.
- Demonstrate safe and respectful behavior.

Students with temporary or permanent medical restrictions must provide appropriate medical documentation.

TRANSPORTATION SERVICES

Atlantic Montessori Charter School provides transportation for eligible registered students through designated transportation routes and hub locations.

Families utilizing school transportation must:

- Complete all required transportation registration forms.
- Arrive at the designated bus stop before the scheduled arrival time.
- Ensure an authorized adult is present at afternoon drop-off when required.
- Notify the school promptly of transportation changes.

Students are expected to:

- Follow all directions from the driver and bus monitor.
- Remain seated while the bus is moving.
- Speak respectfully.
- Keep hands, feet, and belongings inside the bus.
- Refrain from eating, throwing objects, fighting, or creating distractions.

Transportation is a privilege and may be suspended or revoked for unsafe behavior.

SCHOOL SUPPLIES AND STUDENT PREPAREDNESS

Students should arrive each day prepared for learning.

Students are expected to bring:

- Teacher-required school supplies.
- Homework and folders.
- Charged school device when authorized for take-home use.

- Water bottle, when permitted.
- Any materials requested for classroom instruction.

Families should label all personal belongings with the student's name.

Families experiencing financial hardship should contact the school office for assistance.

STUDENT RECOGNITION AND LEADERSHIP

Atlantic Montessori Charter School recognizes students for academic achievement, leadership, citizenship, responsibility, and personal growth throughout the school year.

Recognition may include:

- Academic Achievement
- Academic Growth
- Eagle City Leadership
- Citizenship
- Community Service
- Financial Literacy
- Entrepreneurship
- Perfect or Improved Attendance
- Character Awards
- Art, Music, Spanish, Media, and Physical Education Recognition

Students selected for leadership opportunities such as Student Government, Eagle News, classroom leadership positions, Eagle City jobs, and special committees are expected to demonstrate responsibility, positive behavior, attendance, and leadership.

SCHOOL ADVISORY COUNCIL (SAC)

Atlantic Montessori Charter School encourages parent participation through the School Advisory Council (SAC). The School Advisory Council assists in reviewing school improvement efforts, student achievement data, and other matters affecting school performance.

Meetings are open to parents and community members.

Meeting dates and times will be announced through the school's communication systems.

The School Advisory Council serves in an advisory capacity and is separate from the Governing Board.

NONDISCRIMINATION STATEMENT

Atlantic Montessori Charter School does not discriminate on the basis of race, color, national origin, ethnicity, religion, sex, disability, age, marital status, military status, or any other classification protected by federal or Florida law in its educational programs, services, activities, admissions, or employment practices.

Parents who believe discrimination or harassment has occurred should notify school administration immediately.

HOMELESS, FOSTER CARE, AND MILITARY-CONNECTED STUDENTS

Atlantic Montessori Charter School supports students experiencing homelessness, students in foster care, and eligible military-connected students.

Families who may qualify for additional educational protections or services are encouraged to contact the school office for assistance.

The school will coordinate services and enrollment procedures in accordance with applicable federal and state laws.

MANDATORY REPORTING

All school employees are mandatory reporters under Florida law.

Any employee who suspects child abuse, abandonment, or neglect is required by law to report those concerns to the Florida Abuse Hotline.

The school cannot guarantee confidentiality when student safety or mandatory reporting obligations require information to be shared with appropriate authorities.

IMMUNIZATIONS AND HEALTH REQUIREMENTS

Students must meet all Florida school entry health requirements before attending school unless otherwise permitted by law.

Families are responsible for maintaining current:

- Immunization records
- School physical examinations
- Medical action plans
- Emergency health information
- Medication authorization forms

Students with communicable illnesses may be excluded from school until they are no longer contagious or appropriate medical clearance has been provided.

SOLICITATION AND FUNDRAISING

Distribution of advertisements, promotional materials, fundraising requests, or business solicitations is prohibited without prior written approval from school administration.

School communication platforms, including ClassDojo and classroom communication groups, may not be used for private business, political campaigning, or unauthorized fundraising.

Use of the Atlantic Montessori Charter School name or logo requires administrative approval.

WEATHER EMERGENCIES AND SCHOOL CLOSURES

Atlantic Montessori Charter School will communicate school closures, delayed openings, schedule changes, or emergency operational changes through official communication channels.

Families should monitor:

- ClassDojo
- Email
- Telephone messages
- Text notifications
- School website

Transportation schedules, extracurricular activities, aftercare, and school events may be modified or canceled due to weather or emergency conditions.

PROMOTION, RETENTION, AND THIRD-GRADE READING

Promotion to the next grade level is based on multiple measures of student performance, including classroom achievement, assessments, attendance, intervention data, and applicable Florida requirements.

Students experiencing academic difficulty may receive additional interventions, progress monitoring, and parent conferences throughout the school year.

Promotion and retention decisions are made in accordance with Florida law, the school's Pupil Progression Plan, and documented student performance.

Third-grade students are subject to Florida's statutory reading requirements, including applicable promotion criteria and Good Cause Exemptions. Parents will be notified when a student demonstrates a substantial reading deficiency and will be informed of intervention services provided by the school.

Family Acknowledgment and Partnership Agreement

By signing below, the parent/guardian and student acknowledge that they have received or been given electronic access to the 2026–2027 AMCS Family Handbook; understand that the handbook may be updated when laws, safety requirements, district guidance, or school procedures change; and agree to support the school's academic, attendance, behavior, uniform, technology, communication, and safety expectations.

The family also understands that the Broward County Public Schools Code Book for Student Conduct, applicable Florida law, the school charter, Governing Board policies, student-specific plans, and separate program agreements may contain additional requirements.

Atlantic Montessori Charter School values the partnership between families, students, and staff. Working together allows us to provide every child with a safe, nurturing, academically rigorous, and engaging learning environment. We thank you for your trust and look forward to another successful school year.

Student Name: _____ Grade / Teacher: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Best Telephone Number: _____

Primary Email: _____