

I.S.P.A

THE ONE WITH  
THE LANGUAGE  
PROGRAMS

# HOME OF THE PHOENIX



# ADMINISTRATION



PRINCIPAL  
DR. ALINA M. DIAZ BLANCO



ASSISTANT PRINCIPAL  
MS. ANNA MARIA NAVARRO

I'LL • BE • THERE  
FOR • YOU

# WE • ARE • FOR • YOU

<b>Ms. Acevedo</b>	Activities Director / Clubs / School Trips / Field Trips / School Events & Activities / Gradebook Manager / Commencement Ceremony / Student Parking
<b>Ms. Alamo</b>	ESOL Chairperson / Gifted Chairperson / Testing Coordinator Schedule Changes
<b>Ms. Calvo</b>	OSP
<b>Ms. Fajardo</b>	Attendance Manager / Lunch Applications / Tardies
<b>Ms. Ledo</b>	AP Coordinator / PSAT Coordinator / SAT & ACT Coordinator Foreign Language Advisor / Lead Teacher Proficiency Testing Coordinator / Teacher & Student Aide Coordinator
<b>Ms. Dominguez</b>	Academic Advisement / Dual Enrollment / FLVS Student Services / School Counseling / SAT & ACT Waivers
<b>Ms. Luis</b>	CAP Advisor / Scholarships / College Signing Day / Dual Enrollment Transcripts

# BELL SCHEDULE

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**Warning Bell 7:15 a.m.**

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<b>Advisement</b>	<b>7:20 AM - 7:30 AM</b>
<b>Period 1/2</b>	<b>7:30 AM - 9:00 AM</b>
<b>Passing</b>	<b>9:00 AM - 9:05 AM</b>
<b>Period 3/4</b>	<b>9:05 AM - 10:35 AM</b>
<b>Passing</b>	<b>10:35 AM - 10:40 PM</b>
<b>Period 5/6</b>	<b>10:40 PM - 12:45 PM</b>
<b>LUNCH 1</b>	<b>10:40 AM - 11:10 AM</b>
<b>Passing</b>	<b>11:10 AM - 11:15 AM</b>
<b>LUNCH 2</b>	<b>11:15 AM - 11:45 AM</b>
<b>Passing</b>	<b>11:45 AM - 11:50 AM</b>
<b>LUNCH 3</b>	<b>12:15 PM - 12:45 PM</b>
<b>Passing</b>	<b>12:45 PM- 12:50 PM</b>
<b>Period 7/8</b>	<b>12:50 PM - 2:20 PM</b>

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# A/B SCHEDULE

August 2023				
Mon	Tues	Wed	Thur	Fri
	1	2	3	4
7 <sup>o</sup>	8 <sup>o</sup>	9 <sup>o</sup>	10 <sup>o</sup>	11 <sup>o</sup>
14 <sup>a</sup>	15 <sup>a</sup>	16 <sup>a</sup>	17 <sup>a</sup>	18
21	22	23	24	25
28	29	30	31	

December 2023				
Mon	Tues	Wed	Thur	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22 <sup>a</sup>

April 2024				
Mon	Tues	Wed	Thur	Fri
1	2	3	4	5
8	9 <sup>a</sup>	10 <sup>a</sup>	11 <sup>a</sup>	12
15	16	17	18	19
22	23	24	25	26
29	30			

September 2023				
Mon	Tues	Wed	Thur	Fri
				1
	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25 <sup>a</sup>	26	27	28	29

January 2024				
Mon	Tues	Wed	Thur	Fri
8	9	10	11	12
	16	17	18 <sup>a</sup>	19 <sup>a</sup>
22 <sup>a</sup>	23	24	25	26
29	30	31		

May 2024				
Mon	Tues	Wed	Thur	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
	28	29	30	31

October 2023				
Mon	Tues	Wed	Thur	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26 <sup>a</sup>	27 <sup>a</sup>
30 <sup>a</sup>	31			

February 2024				
Mon	Tues	Wed	Thur	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
	20	21	22	23
26	27	28	29	

June 2024				
Mon	Tues	Wed	Thur	Fri
3	4	5	6 <sup>a</sup>	7 <sup>a</sup>
10 <sup>o</sup>	11 <sup>o</sup>	12	13	14
17	18		20	21
24	25	26	27	28

November 2023				
Mon	Tues	Wed	Thur	Fri
		1	2	3
6	7	8	9	
13	14	15	16	17
27	28	29	30	

March 2024				
Mon	Tues	Wed	Thur	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22 <sup>a</sup>

	A DAY	Periods 1,3,5,7		New Teachers
	B DAY	Periods 2,4,6,8		Recess Day (10 mon)
		Teacher Planning Day		
		Teacher Planning Day available to OPT		
		TPD - NO OPT / District-wide PD Day		
		Legal Holiday		Recess Day
		Available to OPT		Legal Holiday (12 mon)
		Beg/End of Grading Period		

# MAGNET ENROLLMENT AGREEMENT

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- Your academic progress will be monitored by ISPA and any significant decline in academics, effort, conduct and/or attendance during the school year will result in academic probation.
- Students must maintain a 2.5 unweighted Grade Point Average (GPA) in all academic subjects. Failure to maintain this GPA will result in academic probation for the student.
- Students accepted into ISPA are expected to maintain a minimum 2.5 in conduct and are to maintain above average grades in conduct while in the program.



# MAGNET ENROLLMENT AGREEMENT

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- Failure to adhere to the academic and conduct requirements will result in withdrawal from ISPA.
- Violation of the Miami-Dade County Public Schools Code of Student Conduct may result in probation or possible immediate exit from the program.  
<http://ehandbooks.dadeschools.net/policies/90/index.htm>
- A student who engages in conduct that is detrimental to the learning environment of the school (including faculty, staff, other students), whether it occurs on campus, off campus, or online will be disciplined by the school administration. This includes, but is not limited to:
  - Harassment, sexual and/ or cyber-bullying.
  - Theft, extortion, arson.
  - Use, sale, distribution or possession on school grounds of any weapons, drugs (and paraphernalia), tobacco (and paraphernalia such as vape pens), liquor and/or fireworks.
  - Habitual truancy, absenteeism.
  - Cheating/Plagiarism





# ATTENDANCE POLICY

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- Students must be seated in their first/second period class at 7:20 a.m.
- A student who has ten (10) or more cumulative absences, tardies and/or early dismissals in an annual course or five (5) or more class absences in a designated semester course may have quarterly, semester and final grade(s) withheld.
- Students who accumulate 10 or more cumulative absences and/or 20 cumulative tardies will not be allowed to participate in interscholastic competitions, performances, and/or school activities for the remainder of the school year.
- Parents can request an admit via email @ [7571attendance@dadeschools.net](mailto:7571attendance@dadeschools.net)  
Parents can send an email stating the cause for the absence and attach any necessary documentation.

# ATTENDANCE POLICY

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- Students who are tardy to school must report to the office to secure an admit.
- Students will be issued a detention after their 3rd tardy and with every additional tardy.
- Excessive tardies may result in loss of privileges, detention(s), parent conference, and/or suspension.
- Students must not be picked up within the final thirty minutes (1:50 PM) of the school day unless the principal or principal's designee determined it is an emergency.
- Individuals not listed in the emergency contact card will not be permitted to sign a student out of school.
  - **There will be no exceptions to this rule. Parents are to update emergency contact information as needed.**

# UNIFORM POLICY

- Students are required to wear straight cut, khaki pants.
- Pants must be worn at the student's waistline.
- Shorts, capri pants, cargo pants, or skirts are not permitted.
- Jogger pants and flare pants are allowed.
- Shirts may be Navy Blue, Hunter Green or Red and must have the ISPA logo on the upper left-hand side of the shirt.
- No open-toed or backless shoes: sandals are not permitted.
  - Sneakers are recommended for all students.
- Sweaters must be ISPA sweaters. NO other sweaters are allowed, except COLLEGE SWEATERS on MONDAYS.
- Club shirts can be worn on FRIDAYS.
- ISPA uniforms & sweaters may be purchased on THURSDAYS at the PTA Spirit Store or on their website: [www.ispa-ptsa.com](http://www.ispa-ptsa.com).



# DENIM DAYS



# \$30

- Jeans are **ONLY** allowed on FRIDAYS for those students that submitted the DENIM DAYS payment via the PTSA SQUARE
- Jeans must be **BLUE** in color with no rips, tears, holes ...



# ISPA CAFÉ

JOEY  
DOESN'T  
SHARE  
F.O.O.D



- Be polite to cafeteria staff when requesting food items.
- Clean up any spills that you make & pick up after yourself by throwing your trash into the garbage bin.
- Collaborate with GenCLEO members & their composting efforts.



# FIRE DRILL PROCEDURES

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- Familiarize yourself with your classroom's evacuation route.
- Exit the building in an orderly fashion without talking.
- Stay together as a class.
- Always stay on the sidewalk.
- Follow all verbal instructions.

# METRO CARDS



Students who live further than 2 miles from ISPA are eligible to receive a MetroCard.



A shuttle service will be provided from the South Miami station to the school every morning at 7:00 a.m. and 2:30 in the afternoons.



If your address changes, you must provide the necessary documentation to Ms. Calvo.

**Contact Ms. Navarro for Questions:**

[amnavarro@dadeschools.net](mailto:amnavarro@dadeschools.net)

# MOBILE DEVICES

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- All students must have a mobile device.
  - If you request a mobile device from ISPA, the Technology Fee is as follows:
    - \$20: Regular Price Lunch
    - \$10: Reduced Price Lunch
    - \$5: Free Lunch
  - Insurance plans are available starting at \$27
  - Bring your chargers to school everyday



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# DADESCHOOLS EMAIL

- Open your search browser and type in “dadeschools.net”.
- Once on the Dadeschools site click on the 'Student' tab.
- Log in to your portal by using your student ID and password.
- Once logged in click Office 360.
- **Always use your DADESCHOOLS EMAIL account when sending emails to ISPA faculty & staff members as they not committed to responding to outside emails.**



Sending e-mails via your personal e-mail account will result in it being suspected as spam & being sent to a Junk Email folder.

# INTERNET POLICY

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Network access is a privilege. Each student must agree to the following set of rules in order to use the Internet. If these rules are violated in any manner, student access will be terminated, and disciplinary actions may follow.

- Use the Internet to access only educationally relevant materials as requested by teachers.
- **NEVER** transmit obscene messages or pictures through web pages or e-mail.
- **NEVER** damage computers or alter the computer network in any manner.
- **NEVER** use inappropriate language, nor engage in illegal activities, and never use the Internet in such a way as to disrupt others.
- **NEVER** download games, music, or programs onto a school computer unless permitted by an administrator.

# CLASS & ACADEMY FEES

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Language Academy: \$20.00

FRENCH Academy

ITALIAN Academy

SPANISH Academy



Chemistry

&/or

Biology

\$6.00



Art

\$4.00



Chorus

\$4.00



Guitar

\$4.00



Keyboard

\$4.00

# ONLINE SCHOOL PAYMENT

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- ISPA students & parents can log into the Miami-Dade County Public Schools website at [www.dadeschools.net](http://www.dadeschools.net) using their credentials and access the OSP link under the APPS TAB to access the online payment system.
- You may use your Visa® or MasterCard® credit or debit card to make a purchase.
- Once payment is received electronically by the school, your account will be credited.

# CAP OFFICE

CAP Advisor

Ms. Nadia Luis

[nluis@dadeschools.net](mailto:nluis@dadeschools.net)

To setup a meeting, use the  
calendar available on SCOIR.

If you would like to meet at a different  
time, please send Ms. Luis an e-mail.

Students may not schedule appointment  
during instructional time.



# COMMUNITY SERVICE

<http://ispa.dadeschools.net>

STUDENTS TAB → COMMUNITY SERVICE

STUDENT GUIDE TO COMMUNITY SERVICE

- International hours will be accepted from recognized agencies.
- ISPA requires 200 community service hours for graduation.
- ISPA's Key Club will provide many opportunities for community service throughout the school year.

**Do good.**  
**Feel good.**

# GRADUATION REQUIREMENTS

## GRADUATION REQUIREMENTS OF 24-CREDIT PROGRAM

<b>English</b>	4 credits, with major concentration in composition, reading for information, and literature
<b>Mathematics</b>	4 credits, one of which must be Algebra I or its equivalent, or a higher-level mathematics course
<b>Science</b>	3 credits in science, two of which must have a laboratory component
<b>Social Studies</b>	1 credit world history / 1 credit American History .5 credit American Government / .5 credit Economics
<b>Foreign Language International Studies (IS)</b>	4 credits of Language and Literature (French, Italian or Spanish) 4 Credits of Humanities (French, Italian or Spanish)
<b>Fine Arts or Performing Arts</b>	1 credit in fine or performing arts, which may include speech and debate
<b>Physical Education</b>	1 credit in physical education to include the integration of health
<b>Electives</b>	8 elective credits
<b>Online Course</b>	1 credit

# GRADUATION REQUIREMENTS

## GRADUATION REQUIREMENTS OF 24-CREDIT PROGRAM

<b>State Assessment Requirements</b>	<ul style="list-style-type: none"><li>• Grade 10 reading (or ACT/SAT concordant score)</li><li>• Algebra I end-of-course (EOC) or a comparative score on the SAT / ACT / PSAT</li></ul>
<b>Grade Point Average (GPA)</b>	Cumulative unweighted GPA of 2.0 on a 4.0 scale
<b>Community Service</b>	200 Community Service Hours



- Students at International Studies Preparatory Academy at Gables (ISPA) fulfill their State of Florida graduation requirements as they progress through the International Studies program at ISPA.
- Every student is required to take multiple courses in Language Literature and Humanities as part of the IS Program. These courses may not be required by the State of Florida for graduation but will be required for the specific dual diplomas being offered at ISPA.



# GRADTRACK

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- Graduation progress tracking is at your fingertips with the new GradTrack Report on the Student and Parent Portals.
- Parent training videos are available to learn more about how to use this valuable tool.



SPANISH



ENGLISH



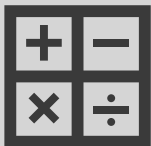
# 5 POINT RULE

Students must earn a minimum of 10 points in total for the YEAR and a minimum of 5 points during the second semester in order to pass an annual class.

GRADE	Points Per Nine Weeks
A	10
B	7.5
C	5.0
D	2.5
F	0

	1 <sup>st</sup> Nine Weeks 25%	2 <sup>nd</sup> Nine Weeks 25%	3 <sup>rd</sup> Nine Weeks 25%	4 <sup>th</sup> Nine Weeks 25%	Points	Final Grade
Multiply EACH nine weeks grade by 2.5						
EXAMPLE # 1	C = 5	F = 0	C = 5	F = 0	10	D PASS
EXAMPLE # 2	B = 7.5	B = 7.5	F = 0	D = 2.5	17.5	F Failed due to 5 Point Rule

# PSAT / NMSQT



**ADMINISTRATION WINDOW = October 2-25, 2023**

The PSAT/NMSQT is now digital! The test is easier to take, shorter, has more time per question and comes with a built-in calculator.



To prepare, full-length adaptive digital PSAT/NMSQT practice is available on the Bluebook™ app. More resources are available at the Official Digital SAT Prep on Khan Academy.



Several scholarships use PSAT/NMSQT scores to find eligible juniors. Other partners and programs can help you get funding for college and academic honors.

**ONLY STUDENTS IN 11<sup>TH</sup> GRADE MUST PAY A FEE OF \$10.10 TO SIT FOR THE EXAM.**

# SILVER KNIGHT NOMINATIONS

The Miami Herald Silver Knight Awards is one of the nation's most highly regarded student awards programs. The purpose of this awards program is to recognize outstanding students who have not only maintained good grades but have also unselfishly applied their special knowledge and talents to contribute significant service to their schools and communities.

Art	English & Literature	Science
Athletics	General Scholarship	Speech
Business	Journalism	Social Science
Digital & Interactive Media	Mathematics	Speech
Drama	Music & Dance	Vocational Technical & World Languages

# COLLEGE TOUR

DAY TRIP: November 6, 2023

PRICE: \$109

FAU: Florida Atlantic University

FIU: Florida International University

Lynn University

UM: University of Miami

Restricted to JUNIORS & SENIORS

More information to come.

# COLLEGE TOUR

STETSON  
UNIVERSITY

February 14 - 16, 2024



Restricted to JUNIORS & SENIORS



# ACTIVITIES DIRECTOR

Ms. Yazmin Acevedo  
[yacevedo@dadeschools.net](mailto:yacevedo@dadeschools.net)

If you have any questions or concerns, you may stop by the Media Center before school, during lunch, or after school.

# MEDIA RELEASE FORM

- During the school year, you may be photographed, videotaped, or interviewed at various school sponsored events.
- With your consent, the photograph, video, or interview may be reproduced and released for use in the media, i.e., newspapers, brochures, videos, television, the internet, and Miami-Dade County Public Schools websites & social media platforms such as Facebook, Twitter, etc.







# SCHOOL EVENTS

EVENT	DATE[S]	PRICE	LOCATION
Club Rush Week	September 11 <sup>th</sup> – 15 <sup>th</sup>	---	Lunch Blocks ISPA Lobby
Homecoming	October 13, 2023	TBA	Hyatt Regency Coral Gables
Class of 2024 Trip	December 8, 2023	TBA	Busch Gardens
Class of 2025 Trip			Tampa, Florida
World Cup FT	November 9, 2023	\$10 - \$15	Tropical Park
Class of 2026 Trip	January 18, 2024	TBA	Islands of Adventure
Class of 2027 Trip			Orlando, Florida
Senior Breakfast	February 1, 2024	\$75 - \$95	Rusty Pelican
World Cup Finals	March 21, 2024	\$10 - \$15	Tropical Park
GradBash	April 13, 2024	TBA	Universal Studios
Senior Prom	April 26, 2024	TBA	Islands of Adventure Hotel Colonnade Coral Gables



# CLUB OFFERINGS

**CLUB MEETINGS ARE HELD FROM 2:30 - 3:30 P.M.**

Class of 2024	Fitness Club	Model UN
Class of 2025	Gaming Club	Police Athletic League
Class of 2026	Gardening Club	PRISM
Class of 2027	GenCLEO Chapter	Sevillanas Club
A Safe Space	Generation Skeptics	SGA
Art History Club	Geography Bee Club	Silver Knight Club
Career Club	HIP Club	Soccer Club
Chess Club	Hip-Hop / Rap Club	Social Justice
Coding Club	History Bee Club	STEM Club
Drama Club	ISPA Birding: Bird Watching Club	Student Ambassadors Club
Engineering Club	ISPA Reads: Student Book Club	Turning Point
Film Club	Key Club	

**NO Minimum GPA Requirement / Membership Fee for ALL Members**

# HONOR SOCIETIES



National  
Honor Society

National Italian  
Honor Society

National Art  
Honor Society

National Spanish  
Honor Society

National French  
Honor Society

Rho Kappa  
Honor Society

- **ISPA HONOR SOCIETIES HAVE A MINIMUM GPA REQUIREMENT & MEMBERSHIP FEE.**
- Students who accept membership and are inducted into a chapter should be aware of the time and commitment involved with this honor.
- Students that do not abide by the chapter bylaws and member attendance obligations will not receive an honor cord.



# SPORTS



You can attend ISPA  
and play a  
sport/sports for  
your home school.



Contact your home  
school's  
Athletic Director for  
tryout schedules.



Provide  
Ms. Acevedo  
with a copy of  
your game schedule.



Wear your jersey  
on gamedays.



# YEARBOOK SALES

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## PAYMENT OPTIONS:

OCTOBER 13<sup>TH</sup>: \$25.00

DECEMBER 15<sup>TH</sup>: \$30.00

MARCH 1<sup>ST</sup>: \$40.00

MAY 10<sup>TH</sup>: \$50.00



# MENTOR MENTEE MEANT TO BE PROGRAM

- Program is open to any NEW student to ISPA.
- This program pairs NEW students to ISPA with experienced 12<sup>th</sup> mentors.
- Seniors will maintain contact with their mentee throughout the year, through meetings and events.



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**FIRST MEETING: 9/5/23**

# FUNDRAISING



*Edda's Cake Designs*



**PAPAJOHNS®**  
Better Ingredients. Better Pizza.

# STAY CONNECTED



ISPA\_HIGHSCHOOL



ISPA APP



@ISPAATGABLES



[HTTPS://INTERNATIONALSTUDIESPREP.NET/](https://internationalstudiesprep.net/)