

St. Petersburg High School International Baccalaureate

Expectations and Guidelines

SPHS IB students are expected to maintain model standards of behavior, character, academics and attendance. Membership in the International Baccalaureate Program (IB) is a privilege. 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 learner 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:
 - o Taking unauthorized materials into an exam, test, quiz or other assessments situation
 - o Engaging in misconduct during an exam, test, quiz or any other assignment
 - o Falsifying any records
 - o Copying, paraphrasing reusing or submitting another's work without acknowledging the source, including information from the Internet
 - o Receiving or giving of any unauthorized assistance on any form of academic work including the use of Artificial Intelligence (AI).

The IB faculty is opposed to malpractice and cheating for several reasons included but not limited to:

- 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 2025-2026

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 CONSEQUENCES/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) for 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 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.

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. Students with five unexcused absences in any course including Diploma Support will be placed on probation. Failure to comply with the probation 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:

~~Wednesday, September 10, 2025~~
Wednesday, November 5, 2025

~~Friday, February 6, 2026~~
Friday, April 17, 2026

PLEASE RETURN THIS PAGE ONLY

By signing the agreement, the student and parent understands and agrees to follow the guidelines and expectations as established in the attached packet. The document is available on Managebac and on the SPHS website under the International Baccalaureate tab. The student and parent understand that failure to comply with the guidelines and expectations will mean *the probation and potential dismissal of their student from the IB program*.

Complete the form with the required signatures below.

Parent signature: _____

Parent name (print): _____

Student Signature: _____

Student name (print): _____

Date: _____

Please have this signed and returned to the IB office by Friday August 15th, 2025, at 2:00pm.

Received by IB Office: _____ Date: _____

St. Petersburg High School
IB Pre-Diploma Program
Freshman Directory
2025-2026

Assistant Principal/IB Coordinator

Ms. Shahlaine Kaur Barrett

Email

kaurbarretts@pcsb.org

Room

1-157

IB Guidance Counselor

Mrs. La'Tina Johnson

johnsonlat@pcsb.org

1-157

Freshman Teachers

Name	Subject	Email	Room Number
Mr. Roddy Benton	FL Pre-IB English 2	bentonro@pcsb.org	1-223
Mrs. Vicky Zubek	IB MYP Algebra 2	zubekv@pcsb.org	1-209
Mrs. Audrey Durham	AP World History	Durhama@pcsb.org	1-227
Mrs. Brittany Vinciguerra "Ms. Vincy"	Fl Pre-IB Biology	copelandbr@pcsb.org	4-119
Sr. Alvaro Cano	Spanish (Language B)	cano@pcsb.org	1-215
M. Laurent Vanneste	French Approaches to Learning	Vannestel@pcsb.com	1-205
Mme. Betty Rioux	Approaches to Learning	RiouxB@pcsb.org	1-204
Mr. Jonathan Trunk	Geometry	TrunkJ@pcsb.org	1-152

GET & STAY CONNECTED:

Parent Portal (FOCUS) Account – view your child's attendance, schedule, grades, discipline ect.

- Access portal at <https://focus.pcsb.org/focus/index.php>

ManageBAC view your child's class page, assignments, IB calendar, deadlines ect.

- Access Mangebac at <https://mangebac.com>

Instagram SPHS IB Happenings, updates and reminders

- Follow us @StPeteHigh

St. Petersburg High School
International Baccalaureate Program Resource Map
2025-2026

People to Know

Name	Title	Contact Information	Responsibilities
Darlene Lebo	Principal	lebod@pcsb.org 727-893-1842 Ex 2000	Oversees and supervised all aspects of SPHS.
Shahlaine Kaur-Barrett	Assistant Principal for IB	kaurbarretts@pcsb.org 727-893-1842 Ex 2014	Coordinates and supervises all aspects of the IB program for students and teachers.
La'Tina Johnson	IB Guidance Counselor	johnsonlat@pcsb.org 727-893-1842 Ex 2060	Handles course requests, transcripts, schedule corrections & college process for IB students.
Caitlin Gryder	IB Secretary	gryderc@pcsb.org 727-893-1842 Ex 2014	Administrative assistant to Ms. Shahlaine Kaur-Barrett. Contact to Report absences, request to leave early & general IB Information.

WHERE TO GO FOR HELP:

- If you are not feeling well, go to clinic 1-135 and the nurse will contact your parents to arrange a permit-to-leave (PTL) for you to drive home or be picked up.
- If you need to leave early for an appointment have your parent(s) email gryderc@pcsb.org to arrange for a Permit-to-Leave (PTL). All students must have a PTL to leave campus (see process on leaving campus).
- To Report an absence, please reach out to ext. 2008 or report it using the absence contact available on SPHS' website.
- Other concerns – Go to or contact the IB Office. Mrs. Kaur Barrett is your assistant principal and is available to assist students and parents with any concerns.

The Guidance Office 1-157

Mrs. Johnson is the Guidance Counselor in the IB office. She will be your go to for any IB Guidance concerns. She can assist with schedule changes, parent conference, college processes, and virtual school

COMMUNICATION IS KEY:

If you/your student has a problem in class, please take the following steps to resolve the issue:

- STEP ONE: Talk to or email your teacher/Ask your student if they have talked to/emailed about the teacher.
- STEP TWO: Parent emails the teacher and copies Mrs. Kaur-Barrett
- STEP THREE: Parent contacts Ms. Kaur-Barrett by phone or email



SPHS 2025/2026 Bell Schedule



1st Period	7:25-8:12
Passing Time	5 minutes
2nd Period	8:17-9:09**
Passing Time	5 minutes
3rd Period	9:14-10:01
Passing Time	5 minutes
4th period	10:06 - 10:53
Passing Time	5 minutes
5th period	10:58 - 11:45
Lunch 11:45 – 12:15	
6th period	12:15 – 1:02
Passing Time	5 minutes
7th Period	1:07 – 1:55*

*1 minute added for announcements

**6 minutes added for Devil Vision and announcements

Students in block classes **MUST** remain in class for both periods. They are **NOT** to be released during passing time of skinny periods.

There is **ONE** school wide lunch.

IB Office

Location: Building 1 / Room 157

Assistant Principal & Program Coordinator:

Mrs. Shahlaine Kaur Barrett

IB School Counselor:

Mrs. La'Tina Johnson

IB Secretary:

Miss Caitlyn Gryder

Leaving Campus

St. Petersburg High School is a closed campus, meaning ALL Student must have a pass to leave campus. If a student's needs to leave before the end of the day, please follow these steps so we can continue to ensure the safety of your student and the campus.

1. Send an email to gryderc@pcsb.org stating the date, time, and reason your student is leaving campus. Please send your email to Ms. Gryder in the IB office at least at hour before your student is to be picked up.
2. Ms. Gryder will write a Permit to Leave (PTL) and the student can come to the IB Office in 1-157 to pick up the pass on the day they are leaving school early. The student will then present the pass to the teacher and be excused from class. Our campus monitors may even ask to see the pass if they witness your student leaving school.
3. We suggest arranging a convenient place to pick up your student.
4. In case of an emergency, you can contact the IB office at (727) 893-1842 Ext 2014 and request your student to leave campus. Please DO NOT leave a voice mail, we must speak directly to a parent.

PINELLAS COUNTY SCHOOLS PERMIT TO LEAVE SCHOOL	
Date _____	20_____
Pupil's Name _____	
Cause _____	
Leave at _____	
Excused <input type="checkbox"/>	Not Excused <input type="checkbox"/>
By _____	
Permit Returned _____	
<small>(This excuse is good only for day issued)</small>	
<small>White Copy - Office Yellow Copy - Student</small>	

Please follow this simple process, if you show up to pick-up your student it can take up to 30 minutes to get the from class. Please plan when possible. Students must have a PTL to leave campus, please do not decide to pick up your student without a pass. Getting a PTL means they have permission from the parent AND have made school administration aware that your student is no longer going to be on campus. Students who leave campus without a PTL even with parent permission will be given a disciplinary referral.

St. Petersburg High Sports
Updated July 2025

Fall Sports

Sport	Coach	Classroom	Contact
Volleyball	Coach Abad	Off Campus	abadjo@pcsb.org
Cheerleading FB	Coach Anderson	1-124	andersonand@pcsb.org
Cross Country Boys	Coach Trunk	1-152	trunkj@pcsb.org
Cross Country Girls	Coach Dunn	4-304	dunnri@pcsb.org
Swimming	Coach Hansen	Off Campus	hansenja@pcsb.org
Football	Coach Gillen	1-201E	gillende@pcsb.org
Golf	Coach Simmons	1-210	simmonsjo@pcsb.org
Bowling	Coach Roach	1-308	roachm@pcsb.org

Winter Sports

Sport	Coach	Classroom	Contact
Basketball Boys	Coach Blackwell	Off Campus	blackwellc@pcsb.org
Basketball Girls	Coach Hanlon	1-225	Hanlonc@pcsb.org
Soccer Boys	Coach Farias	Off Campus	fariasr@pcsb.org
Soccer Girls	Coach Deese	Off Campus	deeseg@pcsb.org
Wrestling Boys	Coach Pruitt	Con Tech	pruitts@pcsb.org
Wrestling Girls	Coach Pruitt	Con Tech	pruitts@pcsb.org
Cheerleading BB	Coach Green	1-206	greenani@pcsb.org

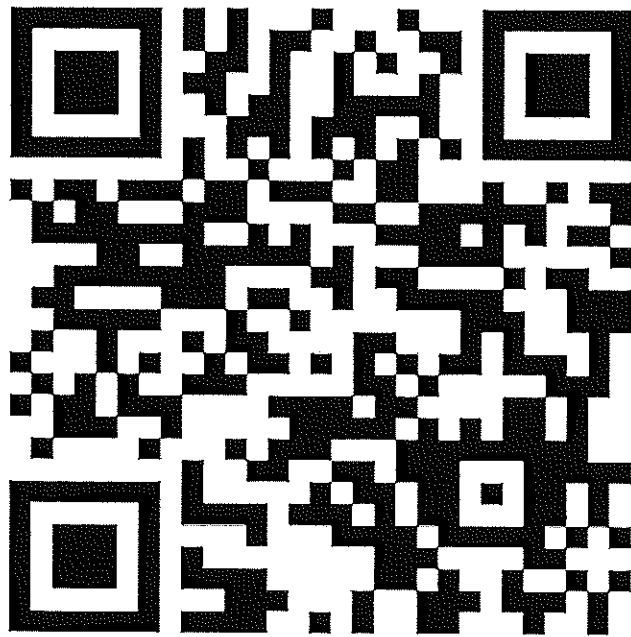
Spring Sports

Sport	Coach	Classroom	Contact
Tennis	Coach Simmons	1-210	simmonsjo@pcsb.org
Track Boys	Coach J. Miller	1-309	millerjes@pcsb.org
Track Girls	Coach Dunn	4-304	dunnri@pcsb.org
Softball	TBD		
Baseball	Coach Julian	Off Campus	julianb@pcsb.org
Flag Football	Coach Reed	Off Campus	reedjoh@pcsb.org
Lacrosse Boys	TBD		
Lacrosse Girls	Coach McGoff	Off Campus	mcgofft@pcsb.org

SCAN HERE



TO SEE THE IB BOOSTERS
WEBSITE



SPHS IB BOOSTERS 