

**Center for  
International  
Education**

**2023 - 2024**

**ROARING TO GREATNESS**





# Administration



Principal:  
Mrs. Jennifer  
Rodriguez-Ledesma

Assistant Principal:  
Mr. Ideal Garcia



# Leadership Team

**Angela Bouza Kaufman** – Cambridge Coordinator/School Assessment Coordinator

**Melissa Fleisher** – ESE Coordinator

**JoAnn Garcia** – Trust Counselor/Assistant CAP Advisor

**Soraya Herran** – School Counselor/Magnet Lead Teacher

**Adrienne Sans-Gomez** – Activities Director/CAP Advisor



# Office Staff

Patrice Bledsoe – Registrar

Jacqueline Mena – Treasurer

Scott Narder - Security



# Parent Drop Off/Pick Up

## Student Drop Off/Pick Up

Drop off/Pick up  
Routes (identified  
in blue)



# 2023 -2024 Calendar



## CENTER FOR INTERNATIONAL EDUCATION 2023-2024 CALENDAR



- A Day (Periods 1, 3, and 5)
- B Day (Periods 2, 4, and 6)
- C Day (Periods 1-6)
- Legal Holiday
- Teacher Planning Day
- Recess Day
- Start/End of Grading Period

★ = available to opt



# **School Hours: 7:00 a.m.– 3:30 p.m.**


- Front doors open at 6:45 a.m. Students may go to the Cambridge Café for breakfast. Breakfast is served until 7:15 a.m. **Breakfast is free for all students.**
- All students must be in their 1<sup>st</sup> class by 7:20 a.m. After 7:20 a.m., students that are late are to report to the Main Office for a late pass. Students with an excessive amount of tardies will be given a detention.

# **Schools Hours: 7:00 p.m.- 3:30 p.m.**

- Students are to remain on the first floor until 7:15 a.m.
- Office personnel will report to the building by 7:00 a.m. and close at 3:30 p.m.
- Students will be dismissed at 2:20 p.m.
- Tutoring Program will be from 2:25 p.m. – 3:25 p.m.  
(Schedule is forth coming) All students should be picked up in front of the school by 3:45 p.m. After 3:45 p.m. there is no adult supervision.



# CIE Bell Schedule



**CENTER FOR  
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*A Cambridge Associate School*  
2023-2024  
Bell Schedule

Block 1 (Period 1 & 2)	7:20 AM	9:20 AM
Announcements	9:20 AM	9:25 AM
Passing	9:25 AM	9:30 AM
Block 2 (Period 3 & 4)	9:30 AM	10:30 AM
Lunch	10:30 AM	11:10 AM
5 Minute Passing (return to 2nd block)	11:10 AM	11:15 AM
Block 2 Continues	11:15 AM	12:15 PM
Passing	12:15 PM	12:20 PM
Block 3 (Period 5 & 6)	12:20 PM	2:20 PM

**#RoaringtoGreatness**

*Home of the Golden Lions*

# Uniform and ID Badges

- School ID's must be worn at all times. ID's will be issued during picture day. Replacement ID's are \$5.00 each.
- School uniforms are worn **EVERYDAY**. Red, Black and White Cambridge polo tops or White Oxford button down tops with logo and Black pants/skirts only are allowed. For more information, please visit our website at [ciecambridge.net](http://ciecambridge.net). Uniforms may be purchased online or visit store front at Ibiley Uniforms.
- No shorts, skirts above the thighs (must be knee length); **Leggings, jeggings, or sweatpants ARE NOT PERMITTED.**

# Uniform and ID Badge

- Jackets, sweaters and sweatshirts must be **SOLID** school colors of Red, White or Black. If sweatshirts have a hoodie attached, **STUDENTS ARE NOT ALLOWED TO WEAR HOODIE**. Students **MUST** wear their uniform shirt under jacket, sweater or sweatshirt. Outerwear is available at [lbiley.com](http://lbiley.com). **Students must be in school uniform starting August 17<sup>th</sup>, 2023.**

# 2023-2024 School Uniform Guidelines



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## 2023-2024 Uniform Guidelines

### Tops

#### **Monday-Thursday**

Uniform polos or button up shirts can be white, black, or red.

#### **Spirit Wear on Fridays ONLY**

You may wear your C.I.E spirit or club t- shirt only on Fridays.

### Bottoms

Black pants, black knee length skirt, or black jeans.

Ripped or torn jeans are not allowed.

Sweats, shorts, or leggings are not allowed.

### Jackets/ Outerwear:

C.I.E logo jacket or white, black, or red- must be school colors.

### Shoes

Sneakers or closed toe shoes with backstrap.

**Open toe shoes/ sandals are not allowed!**

**Hats, caps, and jacket hoodies are not allowed inside the school building.**



Black pants  
or jeans- no  
rips or  
tears



Jackets/  
outerwear  
must be  
solid  
colored-  
WHITE,  
BLACK, or  
RED



Don't forget  
to wear  
your  
student I.D  
badge

# Attendance and Tardies

- After five (5) or more consecutive absences within the school year, each student will be required to provide a written statement from a health care provider. Documentation must include all days the student has been absent from school.
- A student accumulating five (5) or more unexcused absences for a semester course or ten (10) unexcused absences for an annual course will be subject to the withholding of final passing grades and must resolve the absences.



# Attendance and Tardies

- If a student misses one day of school, he/she will be expected to take tests and/or turn in any assignments on the day he/she returns to school with an **excused note**.
- The student is responsible to present the absent/doctor note to the **MAIN OFFICE** and get an excused admit to present to their teachers and ask for any missed assignments.

# Attendance and Tardies

- After 7:30 a.m., a parent must escort his/her child into the building for a tardy admit. CIE has a closed campus policy. Students must stay on school grounds from the time they arrive until dismissal.
- Students will be dismissed early through the Attendance Office. **Any individual signing out a student must be on the Emergency Contact Card and present a valid picture identification.** No early dismissals after 1:50 p.m.

# Technology Usage

Cell Phone usage/Tablets/ Internet Policy and Responsible Use of Technology:

- You may bring your own device (BYOD) or check out a district issued laptop for the year. **If checking out a district issued device, it is highly recommended to get the laptop insurance for a minimal fee.**
- Laptops are to be used for classroom usage. Cell phones will no longer be permitted unless instructed.

# Code of Student Conduct

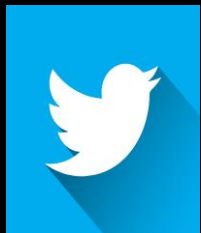
- Maintaining appropriate student behavior conducive to the learning and teaching process is imperative.
- Student behavior that disrupts this process or that infringes upon the rights of other individuals will not be tolerated.
- You can review MDCPS Student Code of Conduct at:  
<http://ehandbooks.dadeschools.net/policies/90/index.htm>
- **Continued defiance and failure to comply with school/district rules will result in being dismissed from the Cambridge Program.**

# ROARING TO GREATNESS

Your CIE family wishes you a successful  
2023-2024 school year!

For more information, please visit our website at  
[ciecambridge.net](https://ciecambridge.net) and visit us on Twitter, Facebook and  
Instagram for continuous updates.

@CIECambridge



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