

Student Handbook 2025-2026



Carver School

for
Mathematics, Science, and Technology

Principal's Message

Principal's Message

Welcome to the Carver School for Mathematics, Science, and Technology!

As the principal of a newly designated National Blue Ribbon School, it is my honor to welcome you to another exciting year at CMST. This prestigious recognition is a testament to the unwavering dedication of our teachers, staff, students, and families. It reflects the high standards we hold for academic excellence, the strong relationships we build, and the shared belief that every child deserves the opportunity to thrive.

This handbook remains a vital resource designed to support you throughout the school year. Inside, you'll find important information about our school policies, procedures, and programs. I encourage you to review it carefully and refer to it often as you navigate the year ahead.

At CMST, our commitment to excellence extends beyond the classroom. We recognize that strong partnerships between home and school are essential to student success, and we welcome and encourage family engagement in every aspect of our school community.

I am incredibly proud of what we have achieved together and excited about what lies ahead. Our National Blue Ribbon status marks a milestone—but it's also a reminder of what we are capable of when we work together toward a shared vision. If you have any questions or need support, please don't hesitate to reach out. My door is always open, and my team and I are here to help in any way we can.

Thank you for being part of our award-winning CMST community. Let's make this year another one to remember. **GO WOLVES!**

"Coming together is a beginning, staying together is progress, and working together is success."

– Henry Ford

Administration and Office Staff

| | |
|------------------|--|
| Chris Payne | Principal |
| Tana Griffith | Assistant Principal |
| Jennifer Hinson | Secretary |
| Sheryl McNeil | Office Clerk |
| Kendall Palmer | Guidance Counselor |
| Kylie Dawkins | Reading Specialist/Instructional Coach |
| Suzanne Richards | Math Coach |

Contact Information

Carver School for Mathematics, Science, and Technology
303 Rollins Avenue
Dothan, Alabama 36301
334-794-1440 Telephone
334-794-1587 Fax
Website: <https://carvermst.dothan.k12.al.us>

Mission Statement

At the Carver School for Mathematics, Science, and Technology, we are dedicated to fostering a nurturing, inclusive, and stimulating learning environment where every child is encouraged to achieve their full potential. Our mission is to:

1. **Inspire a Love for Learning:** Cultivate curiosity and a passion for lifelong learning through engaging and innovative educational experiences.
2. **Promote Academic Excellence:** Provide a challenging and comprehensive curriculum that meets the diverse needs of our students and prepares them for future success.
3. **Encourage Social and Emotional Growth:** Support the development of strong character, empathy, and resilience, helping students to become respectful and responsible members of their community.
4. **Embrace Diversity:** Celebrate and respect the unique backgrounds, perspectives, and talents of every student, fostering an inclusive atmosphere where everyone feels valued.
5. **Engage Families and Community:** Build strong partnerships with families and the broader community to create a supportive network that enhances the educational experience of our students.

Through our commitment to these principles, Carver School for Mathematics, Science, and Technology aims to empower every student to thrive academically, socially, and emotionally, preparing them to navigate and contribute positively to the world.

Beliefs

1. The school will provide opportunities for all students to achieve success.
2. Student success and motivation are dependent upon the cooperative efforts of the home, school, and community.
3. Successful programs are innovative, flexible, and student oriented.
4. A positive school climate promotes an environment that encourages achievement.
5. Continued school improvement involves a positive attitude, willingness to change, and cooperation among students, parents, and faculty.
6. High expectations produce high achievement.
7. Staff development promotes student achievement.
8. Technology plays an important role in our students' success.

The Carver Way

Be Respectful

- Be Kind
- Show Good Sportsmanship
- Respect Learning

Be Responsible

- Arrive On Time
- Come Prepared
- Stay on Task

Be Safe

- Walk Quietly
- Follow Directions
- Keep Your Hands To Yourself

Daily Schedules

CMST Schedule 2025-2026

| 3rd Grade | 4th Grade | 5th Grade | 6th Grade |
|--|---|---|---|
| 7:40 - 9:30 B1 110 min | 7:40 - 8:50 B1 70 min | 7:40 - 8:10 B1 30 min | 7:40 - 8:40 B1 60 min |
| 9:30-10:05 35 min | 8:50-10:00 B2 70 min | 8:10 - 8:45 35 min | 8:40 - 9:40 B2 60 min |
| 10:05 - 10:40 35 min | Recess 10:00-10:15 15 min | 8:45 - 9:20 35 min | Snack 9:30 - 9:35 5 min |
| 10:40-11:20 B1 40 min | 10:20 - 11:30 B3 70 min | 9:20 -10:00 B1 40 min | 9:35-10:35 B3 60 min |
| Lunch 11:20 - 11:45 25 min | 11:30 - 12:05 35 Min | 10:05 - 10:50 B2 45 min | 10:35-11:35 B4 60 min |
| 11:45 - 12:45 B2 60 min | 12:05 - 12:40 35 Min | Lunch 10:55-11:20 25 min | 11:35 - 12:10 B5 35 min |
| Recess 12:45-1:00 15 min | Lunch 12:40 - 1:05 25 min | 11:25 - 11:50 B2 25 min | Lunch 12:10 - 12:35 25 min |
| 1:00 - 2:30 B2 90 min | 1:10 - 2:20 B4 70 min | 11:55 - 1:05 B3 70 min | 12:40 - 1:05 B5 25 min |
| | 2:20 - 2:30 10 min Homeroom | Recess 1:05 - 1:20 15 min | 1:10 - 1:50 40 min |
| | | 1:20 - 2:30 B4 70 min | 1:50-2:30 B5 40 min |
| | | | |
| Recess | Lunch | PE/Specials (35-minute Blocks and Transitions to and from) | |
| 6th: 10 Min during Social Studies 4th: 10:00 - 10:15 3th: 12:45 - 1:00 5th: 1:05 - 1:20 | 5th: 10:55 - 11:20 3rd: 11:20 - 11:45 6th: 12:10 - 12:35 4th: 12:40 - 1:05 | 5th: 8:10 - 8:45 and 8:45 - 9:20 3rd: 9:30 - 10:05 and 10:05 - 10:40 4th: 11:30 - 12:05 and 12:05 - 12:40 6th: 1:10 - 1:50 and 1:50 - 2:30 | Prep Time 7:40 - 8:10 Lunch 10:40 - 11:30 Planning 12:40 - 1:10 |

Faculty and Room Assignments

| <u>3rd Grade</u> | <u>Room</u> | <u>Subject Taught</u> |
|------------------|-------------|-----------------------------|
| Katelyn Bailey | A207 | Math/Science/Social Studies |
| Elizabeth Hunt | A206 | Math/Science/Social Studies |
| Rachel Lowery | A202 | ELA/Reading |
| Hannah Stewart | A209 | ELA/Reading |

| <u>4th Grade</u> | <u>Room</u> | <u>Subject Taught</u> |
|-------------------|-------------|------------------------|
| Darcy Butterfield | A208 | Science/Social Studies |
| Kayla Furr | A215 | ELA |
| Allyson Garner | A211 | Reading |
| Brittany Nelson | A213 | Math |

| <u>5th Grade</u> | <u>Room</u> | <u>Subject Taught</u> |
|------------------|-------------|------------------------|
| Seine Dochoff | A219 | Reading |
| Anissa Fundum | A220 | Math |
| Ilene Huguley | A217 | ELA |
| Jennifer Mullen | A221 | Science/Social Studies |

| <u>6th Grade</u> | <u>Room</u> | <u>Subject Taught</u> |
|------------------|-------------|-----------------------|
| Dr. Peppi Cooper | A309 | Reading |
| Jessica Freeman | A307 | Math |
| Hayes Shepard | A311 | Social Studies |
| Rebecca Sumner | A315 | ELA |
| Robert Watson | A313 | Science |

| <u>Additional Areas</u> | <u>Room</u> | <u>Subject Taught</u> |
|-------------------------|-------------------|-------------------------|
| Pamela Arney | A212 | Special Education Aide |
| Karen Courson | A212 | SPED/Speech |
| Dr. Kylie Dawkins | A117 Media Center | Reading Specialist |
| Steve Hudson | A205 | PLTW/Robotics |
| Natalie Jeffcoat | A117 Media Center | Media Specialist |
| Hollie Kelley | Gym/B100 | P.E. |
| Aubrie McClenney | A111 | Science Enrichment |
| Kendall Palmer | A400 | Guidance Counselor |
| Jenny Ray | A109 | Nurse |
| Suzanne Richards | A117 Media Center | Math Coach |
| Sabrena Smith | A113 | Art |
| Kristy Rogers | Gym/B100 | P.E. Aide |
| Summer Lisenby | A115 | Intervention Specialist |
| Teacher Work Room | A214 | |
| Teacher Conference Room | A217 | |

The Carver School for Mathematics, Science, and Technology follows all guidelines and procedures set forth in the Dothan City Schools Student Progression Guide and the DCS 2025-2026 Student Code of Conduct.

MTSS(Multi-Tiered Systems of Support) / Rtl (Response to Instruction)

A designated general education committee is designed to meet the needs of general education students at-risk of failure due to academics, behavior, or drop-out. For more information, contact the school Principal or the school MTSS/Rtl Chairperson.

Academics

Grade Reports and Evaluations

Progress reports will be sent home by teachers during the fifth week of each grading period. This provides parents an excellent method of monitoring their student's progress in each subject while enough time remains to improve grades, if necessary. This report should be signed and returned to the classroom teacher. Report cards are sent home at the end of the nine weeks grading period. Report cards should be signed and returned to the classroom teacher.

Progress Report and Report Card Dates

| Period | Progress Report Dates | Report Card Dates |
|----------------|-----------------------|-------------------|
| 1st Nine Weeks | September 3, 2025 | October 15, 2025 |
| 2nd Nine Weeks | November 12, 2025 | January 7, 2026 |
| 3rd Nine Weeks | February 11, 2026 | March 18, 2026 |
| 4th Nine Weeks | April 22, 2026 | May 21, 2026 |

Homework

Appropriate homework can be an excellent reinforcement activity and should be completed if assigned. Therefore, all homework assigned to students is a required activity, however, **homework will not be graded**. Homework demands will not be unreasonable. The student's responsibility is to make sure he/she has the materials necessary to do homework each night, to make sure he/she knows what the assignment requires, and to turn homework in at the appointed time. Carver MST follows the recommendations of the DCS Student Progression Guide.

Carver's Reteach and Reassess Policy

If a student scores below a **60/D** on any assignment, the teacher is required to reteach the student the skill(s) or standard(s) assessed by the assignment. After reteaching the student, the teacher should reassess the student on the same skill or standard to determine the student's level of mastery. **After the initial retest, the higher of the two grades will be recorded in the gradebook. A maximum of one retake per standard may be given if a passing grade has not been achieved.** Reassessment must be given in a different format than the original assessment.

PowerSchool / Parent Portal

The PowerSchool platform and parent portal is now accessible through the PowerSchool app. Stay up to date on your child's progress this year by downloading the app.

Arrival and Dismissal

Dothan City Schools **does not** provide bus transportation for Carver MST students. All students should be dropped off in the designated carpool zone located on Moss Street. No student should be dropped off in front of the school building.

Arrival

Student Drop-off and Morning Routine:

- Drop-off starts at 7:10 am.
- Students should enter the school via the 6th-grade hallway.
- Upon arrival, students should proceed to the cafeteria.
- If students opt for breakfast, they can eat in the assigned area.
- Breakfast is available from 7:10 am to 7:35 am.
- Students will begin moving to their homerooms at 7:25 am.
- The school day officially begins at 7:40 am.
- Students arriving after 7:40 am will be marked as tardy.
- **Late students must go to the front office for sign-in by a parent.**

Dismissal

Dismissal begins at 2:30 pm. Kindly ensure that your child is collected by 3:05 pm. Students who are not picked up by 3:15 pm will be escorted to Extended Day. Following the initial incident, parents will acquire a daily fee of \$10.

Carpool

At dismissal time, students participating in the carpool will remain in their classrooms. To ensure your child is called, parents must visibly display a Carver-issued nametag on their front window; otherwise, identification will be required at the front of the building before the student can be released. Students will be called individually to leave the building and sit on the blue benches in the designated carpool loading area. Loading will commence once all vehicles have come to a stop. Parents are requested to advance until instructed to halt by a carpool staff member. After loading, cars will exit to the left and right onto Moss Street. All parents are advised to familiarize themselves with the carpool guidelines available on the school's website.

Walkers

To ensure the safety of students walking home, no student will be allowed to leave until bus transit has ended. All students walking to and from school need to have a current Walkers form on record at the front office. Afterward, students will be guided to the crosswalks for assistance in crossing the road.

Bus Riders

Carver MST does not have bus transportation provided by Dothan City Schools. However, transportation is available from Wiregrass Transit Authority, Boys and Girls

Clubs, Fun Zone, and other after-school programs. Upon dismissal, these students will gather in the cafeteria to be supervised by staff members. Groups will be called to exit through the front of the school and board transportation along the front sidewalk.

Extended Day Program

The Extended Day Program, also known as Carver Kid's Quest, starts with students gathering in their assigned grade level classroom at 3:05 pm for snack /homework time. Participants in Extended Day will engage in a variety of supervised indoor and outdoor activities, including homework sessions, organized sports, computer time, and free play.

- **Hours:** The Extended Day Program operates from 2:30 to 5:30.
- **Cost:** The program fee is \$10.00 per day or \$50.00 per week, with an additional annual registration fee of \$5.00.
- **Payments:** Payments can be made by check or cash to Carver MST. Payments can be made at the Extended Day desk when picking up your child. **Children will not be allowed to stay if the balance reaches \$100 representing 10 unpaid school days.**
- **Receipts:** All payments will be provided a receipt at the time of payment. If there is any discrepancy to a balance, receipt logs will be used as proof of payments. Parents are strongly encouraged to save all receipts until the end of the school year.
- **Snack:** A daily snack is provided for each student.
- **Homework:** Dedicated time and space are allocated for students to work on their homework independently or in small groups, with staff available to offer guidance and support.
- **Organized Sports:** Participants will engage in various team sports, learning their rules and fundamentals. The following sports may be offered during the course of the year: baseball/softball, basketball, soccer, flag football, and volleyball.
- **Computer Time:** Students can access district-approved websites for educational purposes or play educational games.
- **Outdoor/Gym Free Play:** Unstructured time is given for physical activities and creative play using equipment.
- **Activities:** Age-appropriate activities like Legos, board games, arts and crafts, and reading time are offered to keep children entertained.
- **Late Fee:** A late fee of \$10.00 will be applied if children are picked up after 5:30. Please contact the school at 334-794-1440 in case of late pick-up.

Breakfast and Lunch

Cafeteria (Child Nutrition Program)

We would like to extend an invitation for you to join our breakfast and lunch programs. Our Child Nutrition Program has carefully planned delicious, hot, and nutritious meals for each day. Students will receive breakfast and lunch at no cost for the 2025-2026 school year.

Students who bring lunch from home can enjoy their meals in the lunchroom with their peers at the regular lunchtime. Milk will be available for purchase in the lunchroom. To comply with Federal Food Service Regulations, we kindly request that no cans or glass bottles be brought to school with packed lunches. If students bring tea, soft drinks, etc., please pack them in a thermos. Students are not permitted to bring commercially packaged food or drinks into the lunchroom, including canned or fountain sodas, and sandwiches from fast-food chains. Your cooperation in this matter is greatly appreciated as it is a legal requirement.

Due to safety concerns regarding heat distribution and the lack of suitable temperature testing equipment, our staff is not allowed to heat student-packed food items in a microwave oven.

Attendance

All students enrolled in the Dothan City School System are required to be in continuous attendance and abide by the policies governing attendance as outlined by the State of Alabama and the local Board of Education. Alabama Legislative Act 93-972 requires a parent/guardian to be responsible for enrolling their children in school, ensuring that they attend school regularly, and requiring that they conduct themselves properly while in school.

Alabama Law requires that each child is in attendance 360 minutes per school day. Unless approved by the principal, students arriving late or being picked up early will be considered unexcused tardy. Students receiving special education services must be in attendance for the length of the regular school term and school day unless the IEP Team specifies a different length of time-based on the individual needs of the child.

Please familiarize yourself with the attendance procedures for Dothan City Schools:

Attendance Definitions

Tardy - Present for more than half a day, but less than a full day

Absent - Present for less than half a day, including not present at all

Present - In attendance all day

Unexcused Absences - Any absence not approved by the principal - counts against perfect attendance

Excused Absences - Any absence approved by the principal due to illness, inclement weather, legal quarantine, death in the immediate family, emergency condition, and parent request - counts against perfect attendance

Unexcused Tardies - Any tardy not approved by the principal - counts against perfect attendance

Excused Tardies - Any tardy approved by the principal; example: doctor's appointment - does not count against perfect attendance

1. To be marked present for the day, a student must be present for a minimum of 3 ½ hours. Leaving before 11:30 a.m. or arriving after 11:30 a.m. will lead to the student being marked absent for the day, irrespective of the circumstances.

2. A student is considered **tardy** if they arrive late to school or check out early. In the absence of a doctor's note during check-in, the tardiness will be classified as **unexcused**, unless authorized by the principal. Failure to provide evidence of an appointment during check-out, such as an appointment card or a doctor's excuse presented the following day, will result in the student being marked as tardy and unexcused.

3. Students with appointments planned during the school day will not be granted a full-day absence excuse.

Absences

1. Excused: An absence may be excused by the principal for the following reason:
 - a. The pupil is too ill to attend school - On the day after an absence, a student must bring a note from a parent or legal guardian detailing the reason for the absence. Office staff will code this as excused or unexcused. If a student fails to bring a note within 2 days after his return to school, the absence will automatically be coded unexcused.
 - b. Inclement weather which would be dangerous to the life or health of the child if he/she attended school.
 - c. Legal quarantine.
 - d. Death in the immediate family.
 - e. Emergency condition as determined by the Superintendent or Principal (should be handled prior to the actual absence if possible).
 - f. Out of town trip which has received pre-approved permission from the principal.
2. Unexcused: Any absence not approved by the provision in items above is unexcused, i.e., work, truancy, suspension, or parental neglect.
3. Suspension is documented as an unexcused absence but does not result in assignment to Truancy Court. All documentation for absences should be received within two days or the absence will be unexcused. All unexcused absences must be reported to Attendance Services on a weekly basis. All schools must record absences as excused or unexcused.

Unexcused absences may result in:

- A referral to Attendance Services
- Filing a petition with Juvenile Court Services
- Notification of the Department of Human Resources of suspected neglect

- A warrant filed on Parent/Guardian(s) for failure to require the child to attend school
- Academic failure
- **Removal from Carver MST and returned to zoned school.**

Check-ins

1. A parent/guardian will escort the student to the main office for an admission slip to enter the classroom.
2. A student must bring a written statement from his/her parent and/or doctor indicating the reason for the student being late.

Check-outs

1. A parent/guardian or emergency contact may check out a student during the school day.
2. A student may only be checked out by adults listed on his/her enrollment sheet. A student being checked out by someone other than a parent/guardian or emergency contact must have prior approval by the principal.
3. No check-outs after 2:10 pm.

Appointments

Parents/guardians are expected to make every effort to schedule doctor and dental appointments outside of school hours. When this is not possible, students will be excused for special appointments. A written excuse provided by the medical professional's office should be brought to the classroom teacher when the student returns to school.

We will notify you in advance of mandatory local and state testing. We ask that you schedule doctor and dental appointments to accommodate the testing schedules.

Make-up Work

Students are required to make up any assignments missed during an absence. **It is the student's responsibility to discuss with the teacher any assignments and make arrangements for completing them within 5 school days.**

Student Conduct

Rules and regulations concerning student conduct are found in the Code of Student Conduct published by the Dothan City School Board of Education. Each student will be taught the rules and expectations. Each student will receive a copy of the DCS Code of Conduct and a copy can also be found on the school website.

Behavior and Discipline

An atmosphere of structure is essential to learning. Students are expected to be respectful, responsible, and safe at all times. If you have a question about a certain behavior or activity, please feel free to ask one of the teachers or administrators for clarification.

Should misbehavior occur, the teacher or other school personnel may use all or some of the following:

- school-wide procedures.
- weekly conduct notifications.
- contact the parents by phone, email, or note.
- send a discipline referral to administration. The administration will carefully assess and respond to each referral in accordance with the DCS Code of Conduct. A copy of the referral will be provided to the student to take home to their parent or legal guardian.

Dress Code

The Board of Education's dress code policy emphasizes the importance of good grooming and personal appearance in the teaching and learning environment. Students are required to dress in a way that promotes school health and safety, without causing disruptions or hindering the well-being of others. It is also expected that students select attire that is tasteful and suitable for the educational setting.

For further information on the DCS Dress Code policy, please refer to the DCS Code of Conduct. You may also view the DCS Dress Code policy on the school system website.

Health and Safety

First Aid and Sickness

- In case of illness, a child will be cared for temporarily by a member of the school staff. School personnel will render approved first aid treatments only.
- If emergency medical treatment is necessary, the school will call 911 and parents/guardians will be contacted. If parents/guardians are not available, the child will be taken to the emergency room of the closest hospital. Current emergency telephone numbers where parents can be reached and the name and telephone number of the student's doctor need to be on file at all times.
- Any accident, no matter how insignificant, must be reported to the teacher in charge, or to one of the administrators.
- The school system does not provide accidental insurance. This insurance will be available for purchase by parents. An insurance form will be available at the beginning of school.

Medications

- **All medications must be registered with the school nurse by the parent or guardian. Only prescriptions from a doctor, accompanied by instructions for school administration and the required form filled out and returned to the nurse, will be administered at school. The office must have a medical release form from the doctor on record.**
- Medication must be in the original prescription bottle. Labels on medicine bottles cannot be altered and must match the doctor's orders.
- Students are not permitted to carry medicine on their person unless directed by a doctor and registered with the school nurse. Cough drops or

over-the-counter medicine will not be given at school nor can they be brought to school by the student.

- Medication rules apply to field trips and after-school sponsored activities.

Fire and Disaster Drills

- Fire Drills: Fire drills will be practiced according to state guidelines. The evacuation process will be demonstrated and explained by the teacher.
- Disaster Drills: Disaster drills will also be practiced according to state guidelines. All classes have an assigned area for disaster proceedings, and this will be explained by the classroom teacher. Please do not be alarmed by these drills. Some will be announced and others will not.

Communication

Communication is crucial in the educational process. Here are the methods through which you will receive updates and information regarding school activities and your student:

- Social media platforms (Facebook and Instagram)
- School website
- Teacher's Remind messages
- Weekly newsletters and progress reports
- PowerSchool App

Conferences

Carver MST faculty aims to communicate with all parents/guardians of our students multiple times a year to better support our students and foster open communication.

Teachers appreciate meeting with parents/guardians, but it is necessary to schedule a conference in advance. Without prior notice, teachers will not be able to meet during the school day. To arrange a conference, please reach out to your student's teacher or the front office.

Electronic Device Policy:

Carver MST follows the policies set forth in the DCS Code of Conduct for Students. The Dothan City School System prohibits the use of all electronic communication devices, including cell phones, game systems, ect., during the school day. This is to include using cellphones to make voice calls, to take photos, use social media and/or to send/receive text messages. **Students shall be allowed to possess such electronic devices; however, such devices must be turned off upon entering the school building at the beginning of the school day and remain turned off until the end of the school day. Devices are not to be visible during the school day and must be kept in the student's bookbag.** Student use of cellphones/electronic communication devices, smart watches, game systems, or music players for field trips, sporting events, extracurricular activities, etc. during school hours or before or after school hours will be at the discretion of the principal and sponsor/coach.

The school/school system will not be responsible for the loss, damage, or theft of any electronic device brought to school or a school event.

Students using electronic devices brought from home during the school day may be required to store them in the main office and have a parent pick them up at the end of the school day.

General Information

Addresses and Phone Numbers

Every student is required to maintain an up-to-date address and phone record in the school office for emergency and administrative reasons. Notify the school immediately in writing of a change of address or phone number.

Cancellation of School

Cancellation of school takes place only during extraordinary circumstances, such as extreme weather, equipment failure, or public crisis. The school board and administrators are aware of the hardships caused by an abrupt cancellation. Therefore, school will not be canceled unless a significant safety risk has been created by unusual circumstances. Every practical means is used to notify parents of an impending cancellation, including the Dothan City Schools' notification system, radio, TV, website, newspaper, and social media outlets. Please be sure your student has a plan for what to do in the event school is dismissed early.

Field Trips

To participate in a school sponsored field trip, a student must have a Field Trip Permission form signed by a parent or guardian on file with the school prior to departing from school. The permission slip is required for all students even if the student is transported by a parent to the activity. Students are expected to exhibit good behavior and follow the Carver Way on all field trips and will be subject to the discipline found in the code of conduct. **Any student who is failing, nearly failing, or who has accumulated ten or more unexcused absences in class, may not participate in any school field trip. Students who receive four Class II Infractions or one Class III infraction will not be allowed to participate in any school field trip.**

Gifts, Flowers, Balloons, Food Delivery, etc. for Students

Gifts, flowers, and balloons delivered or brought to school for students **are not accepted**. All items such as this should be sent to the home or given to students at home. This is a Dothan City School Board policy that applies to all schools within the system.

Lost and Found Policy

- Label all personal items and outerwear clothing that is normally taken off at school with the child's first and last names.
- Any lost items will be taken to the lost and found area.
- Please have students check here for any missing items.

- Any items that remain in the lost and found will be donated to the local shelter at the end of each quarter.

Media Center

Our media center is located at the end of the main hall. Our media center is open on a regularly scheduled basis and is supervised by our media specialist, Mrs. Jeffcoat. Our teachers will have a schedule of library times, as well as other times the media center can be used. We expect students to take care of the books and return them on time. A student who has an overdue, damaged, or lost book will not be able to check out another book until the book has been returned in good condition and/or paid for by the parent/guardian.

Parties

Please do not send birthday party invitations to be handed out to friends unless the whole class is being invited. We are unable to give a list of first and last names and addresses of students in the classes because of privacy laws.

**** If you intend to send treats to your student's classroom for his/her birthday, please be sure to make prior arrangements with the classroom teacher. There are state guidelines that have to be followed as to when this can be done. Since we have students with food allergies, it is important that the teacher be able to communicate with you, so that you can send things that won't be harmful to your child's classmates.**

Parent-Teacher Organization (PTO)

PTO Officers will be elected during the fourth nine weeks of school for the next school year. A special election may be called during the first quarter of a new school year for any vacant positions. Anyone interested in serving as a PTO Officer should contact the Principal's Office for further details. Parents will have the opportunity to join PTO at Open House. There will be many times throughout the year that parents may be involved in other PTO and school activities.

Recognition

Awards are presented to students for academic growth and achievement on MAP testing twice a year. An end of the year Honors Day program will be held in May for parents to attend. Students will be recognized for A and AB honor roll, perfect attendance, school-based teams, and additional awards as determined. Honor Roll is determined by the final averages, excluding handwriting, conduct, and PE. Students receiving all Bs do not qualify for AB Honor Roll. Perfect Attendance is defined as being present all day, every day (no tardies, no check-outs). Physical Education awards are given to the top 5 scores in each grade on the fitness test. The following awards are presented to students at the year end Honors Day program in the following categories:

- A and A/B Honor Roll
- Perfect Attendance
- MAP Reading Proficiency
- Progress Learning Math Proficiency
- MAP Reading Growth Goal
- Peer Helper

- SGA Representative
- Superintendent's Advisory Council
- Robotics Team
- Science Olympiad Team
- Perennial Math Team
- Physical Education Award
- Outstanding Growth In Reading and Math (MAP, IXL, Progress Learning)
- Outstanding Performance in Reading and Math (MAP, IXL, Progress Learning)
- ALEKS Math Masters Award
- Science Fair Awards
- Art Awards

School Sponsored Organizations

The DCS Code of Conduct will be adhered to, and will be followed by students and administration at all school sponsored activities including school transportation.

Textbooks

All textbooks are furnished to students by the State of Alabama. Textbooks are the responsibility of the student. All lost or damaged books must be paid for; as the school is required to replace lost or damaged books.

Unauthorized Articles

Students may not bring any type of toys, music players, electronic games, or any other valuable item to school unless they receive written permission from their teacher and are intended for a specific purpose in the classroom. If unauthorized items are brought to school, they will be confiscated and be returned only to a parent/guardian at the end of the day. All permissible items need to be clearly labeled with the student's name. The school is not responsible for lost or stolen items.

Visitors

Visitors to all Dothan City Schools are required to present their Drivers' License or government issued photo ID. All visitors and parents are required to report to the school office upon entering the building, sign in as a visitor, and put on a visitor's badge. On the way out of the building, visitors should return to the office, discard their visitor's badge, and sign out.

We're proud to have parents in our school at any time, but **we do ask that appointments be made to see teachers or to visit classrooms.**

CARVER SCHOOL FOR MATH, SCIENCE, AND TECHNOLOGY

Admission Requirements and Information

Admissions

Any student currently enrolled in the Dothan City School System meeting the eligibility requirements may apply for admission to Carver School for Mathematics, Science, and Technology. Please read the following information and complete the application in full.

Eligibility Requirements

For Dothan City Schools Students:

Students who are currently enrolled in a Dothan City School must score in the 61st percentile or above for academic achievement in Math on the MAP Growth Assessment during the winter or spring exam to receive an invitation to attend Carver.

For students outside of Dothan City Schools and still reside in Alabama:

Alabama students who score a 3 or 4 in Math and Reading on the Alabama Comprehensive Assessment Program (ACAP) exam may submit a request for enrollment in Carver MST. If ACAP scores are not available, students may take the state approved benchmark screener for math. Students who score in the 61st percentile or higher on the screener may receive an invitation to attend Carver MST.

For students residing outside of Alabama but moving into the DCS school district:

Students who are interested in applying for enrollment into Carver MST may take the state approved benchmark screener for math. Students who score in the 61st percentile or above in math on the screener may receive an invitation to attend Carver MST.

Services

Services are provided to those students with an Individualized Education Plan (IEP) who meet the requirements and/or 504s. Language accommodations will be given to students whose primary language is not English who meet the requirements. Transportation is not provided for students attending the Carver School.

Application Process

Application Period: Each year in February and May student MAP data is organized by the Central Office and sent to administration at CMST. Student data and demographic information is then organized and invitations are sent along with an application, school information, and enrollment guidelines. When all applications are received, acceptance letters will be mailed out to students that have been accepted.

Mail or Hand-Deliver Completed Applications to:

Carver School for Mathematics, Science, and Technology
Attn: Chris Payne, Principal
303 Rollins Avenue
Dothan, AL 36301
334-794-1440

Selection Process

Seats will be offered at every grade level as space permits. In the event there are more applicants than available seats, students will remain on a waiting list.

Removal from Carver School for Mathematics, Science, and Technology

Attendance Requirements

Students who accumulate 10 unexcused absences or 10 unexcused tardies within a school year will be administratively withdrawn from Carver MST and returned to their zoned school. Students administratively withdrawn for attendance **may not** return to Carver MST.

Behavior

Students who receive four Class II infractions or one Class III infraction will be administratively withdrawn from Carver MST and returned to their zoned school immediately. Students administratively withdrawn for behavior infractions **may not** return to Carver MST.

Grade Requirements

Students are encouraged to maintain a minimum of a "C" average in each subject for the entire academic school year. Students who fail the academic school year and are retained from promotion to the next grade will be administratively withdrawn from Carver MST and returned to their zoned school to repeat the grade. Students administratively withdrawn for academic performance **may** return back to Carver MST if they meet the qualifying criteria for admission the following year.

** Please detach this page after signing
and return to the homeroom
teacher.

Carver School of Math Science and Technology Student/Parent Handbook 2025- 2026

I have read and fully understand the CMST Student handbook and agree to abide by all policies and procedures stated within the handbook. If there are any questions about the student handbook I understand that I may contact the school office or my child's teacher for clarification.

Student Name _____

Homeroom Teacher _____

Parent Name _____

Parent Signature _____

Date _____

Please initial that you have read and understand the following policies located on page 22:

_____ Attendance Policy

_____ Behavior Policy

_____ Grade Requirements