PARENT & STUDENT HANDBOOK

2025- 2026

Dallas County High School

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Plantersville, AL 36758
(334) 366 - 2232 phone

https://www.dallask12.org/1/Home
DCHSHORNETSFacebook

GREETINGS

Welcome to the 2025 -2026 school year! We are looking forward to a productive partnership with you to ensure our students can achieve their highest potential. We recognize that in order to be successful in school, our children need support from both the hom e and school. We know a strong partnership with you will make a great difference in your child's education. As partners, we share the responsibility for our student's' success and want you to know that we will do our very best to carry out our responsibili ties.

VISION

The vision of Dallas County High is for faculty, students, and stakeholders to consistently **S**trive **T**ogether to **I**mprove the **N**ext **G**eneration by ensuring students achieve academic and professional success. (**STING**)

MISSION

At Dallas County High School, our daily mission is to be "Fired Up"!

F: focused on academics and athletics

I: integrity on the field and in the classroom

R: responsible for myself and others

E: exceed expectations

D: determined to succeed

U: unified

P: practice these everyday

Any updates or changes of policies will be sent home.

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GENERAL INFORMATION

FAMILY EDUCATIONAL RIGHTS TO PRIVACY ACT (FERPA)

Parents have the right to review official school records and recommend changes to such records. Also, parents may refuse to allow their child to participate in screenings administered by the school.

For more information visit:
https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html

GUIDANCE/COUNSELING DEPARTMENT

The mission of the Dallas County High School Counseling Department is to provide a developmentally appropriate comprehensive program that addresses students' career, academic, and social/emotional needs. In acquiring these skills, this will put students on the path to becoming responsible citizens, productive workers, and lifelong learners. This can be achieved with collaborative and cooperative relationships with parents, staff, and the community. The ultimate goal is to ensure that students are college and/or career ready.

LIBRARY MEDIA CENTER

As an essential part of the instructional program, the library media consists of services and resources necessary to improve student achievement and increase the opportunity for student success. In addition to those goals, teachers can enhance their instructional skills. The library media center also functions as a creative space. All of this is accomplished through media and technology programs.

STUDENT DRESS & APPEARANCE

We encourage you to think about what you are wearing and how it reflects on you. You will be seen by other students, teachers, staff, and the community. Put your best foot forward and show the world you respect yourself and your school. We encourage your individuality, but we also encourage you to dress for success.

Backpacks & Book Bags

- All backpacks & book bags must be clear or mesh

Hat/Head Coverings

- No head coverings on campus (hats, hoods, visors, bonnets, doo rags, rollers, scarves)
- Exceptions (approved by an administrator): Head coverings that have religious significance, for medical reasons or for special events and/or circumstances

Shirts, Tops, Blouses, T-Shirts & Hoodies

- Shirts must be worn under hoodies/jackets at all times
- Shirts may not bare midriffs, including when arms are raised
- Halter and spaghetti strap tops and dresses are not permitted unless covered
- No off the shoulder shirts
- Undergarments must be completely covered

Pants, Shorts, Skorts, Skirts & Dresses

- No hemlines of all shorts, skorts, skirts and dresses (including slits) must not be higher than fingertip length (when standing)
- No pants or jeans with holes, rips and/or tears
- No pants with writing across the rear
- No yoga pants, tights, leggings or jeggings
- No pajama or pajama-style pants
- No sagging (Students are to wear a belt if pants have belt loops)

Shoes

- No Crocs, slides, flip flops or house shoes
- All shoes must have a back or strap across the back

Other

- No clothing associated with gang affiliation/inferences
- No clothing associated with discrimination
- No clothes with obscene or suggestive language
- No clothing encouraging or promoting the use of tobacco, drugs, alcohol or violence
- No jewelry or accessories that could be used as a weapon
- No visible body piercings allowed, except for earrings

EMERGENCY DRILLS

Emergency evacuation procedures and maps of the building are posted in each room of the building. Teachers and students will practice fire, tornado, and lockdown drills on a regular basis.

FIRE THREAT

Signal: Three short rings of the bell.

Organization: It is suggested that each teacher have some organization in the classroom to assist with fire drills, i.e., monitors to open and hold open the door, to check to see that everyone is out of the room, and to assist in any other way. However, it is the teacher's responsibility to see that all students leave the room in an orderly manner.

Procedures:

1. Stop all work immediately.
2. Teacher signals for departure. Students leave in a single file line. Teacher brings a copy of the student roster.
3. Leave the building by the nearest exit.
4. Windows and doors closed and all lights out.
5. Proceed to a safe distance from the building.
6. Students remain in line until an all clear signal is given to return.
7. Students must move quickly and orderly at all times.
8. Return to the room in the same manner and through the same exit as departure.

Return signal: Ring of the school bell.

TORNADO THREAT

Signal: Continuous ringing of the bell (1 long bell)

Students and teachers should follow plans outlined on Tornado Drill Instructions which should be posted in all classrooms. (Check to make sure all windows and doors are closed. At signal, move quickly and quietly in a single file to the designated area. Students should get down on their knees, put their heads down, and cover with a book.)

BOMB THREAT
Signal: Three long rings of the bell.
Teachers are to take students to the football stadium and be seated in an orderly fashion. Teachers and staff are to be sure no one is left in their location of the building. Teachers are to carry roll books and check roll upon getting to the stadium. In case of inclement weather or threat to the stadium, students will go to the new gym or loaded onto buses and driven away from the building. Federal authorities have made it clear that they will prosecute adults or students who threaten to bomb schools. Making a bomb threat in Alabama is a felony.

LOCKDOWN
Signal: Intercom announcement "LOCKDOWN!"
Teachers are to lock assigned doors and windows. Turn off lights. Students and teachers need to go to a non-visible area of the room. Post a note in the window stating how many students are missing. Remain quiet and wait for additional directions.

SCHEDULE CHANGES

All students must register in the spring for the coming year. Changes should be considered final by the first day of school. When school begins, class changes may be made only where space is available and when a strong reason is stated. Usually the first few days of school are devoted to transferring students; however, no class changes will be made after 3 days of school, unless requested by the teacher, counselor or administrator.

- All schedule changes must be made in the first week of school.
- No special education schedule can be changed without reviewing the Individual Educational Plan.
- All other schedule changes must be done on the recommendation of a teacher or counselor and approved by the administrator.
- Any student who fails one or more classes is encouraged to go to summer school and/or credit recovery. We do not guarantee that we can schedule students into failed courses the following year.

REGISTRATION

When registering new students, you must have the following documentations:

1. Legal Guardianship Papers and copy of parent/guardian I.D.
2. 2 proofs of residence in school zone
3. Birth Certificate
4. Social Security Card (optional)
5. Immunization Form
6. Official withdrawal form from transferring school or last report card

Students attending Dallas County High School must reside within the zone boundary of this school. In order to
keep records current, parents must complete registration and zone forms, as well as provide two (2) recent proofs of residence, each year.

GRADING

Grading Periods

There are four grading periods consisting of nine-weeks. Progress Reports are sent home mid-way through the grading period and report cards are sent home at the end of each grading period. Semester averages are given at the end of each semester and yearly averages will be derived at the end of the year.

Grading System

96 – 100 = A+	86 – 89 = B+	76 – 79 = C+	66 – 69 = D+
95 = A	85 = B	75 = C	65 = D
90 – 94 = A-	80 – 84 = B-	70 – 74= C-	60 – 64 = D-
			59 – 0= F

PROGRESS REPORTS

Progress Reports are given midway through the grading period, approximately 4½ weeks after the Nine Weeks begins. Parents are to sign and return these reports.

REPORT CARDS

Report cards are given at the end of each grading period. Each grading period is a minimum of nine weeks. Parents are to sign and return these reports

PARENT PORTAL

Parents/Guardians can retrieve information on his/her child as often as war ranted with access to the *Parent Portal.* It will give you information about your child's grades, attendance, discipline records, teacher notes and much more. Access codes are distributed annually to parents.

CAFETERIA RULES & PROCEDURES

Student behavior in the cafeteria dining room is based on courtesy and cleanliness. Students will go through the cafeteria line and receive a nutritious choice of food. Students are to remain in the cafeteria until they have finished eating. Tables and floors must be free of trash and food spills when students depart the lunchroom. At no time are pupils allowed to take food outside of the cafeteria. Students are not to go into areas where classes are being held during their lunch. Students who violate these procedures will be disciplined according to the Dallas County Discipline Plan for Safe Schools.

PROCEDURES:
1. All students will enter the cafeteria with their classroom teachers.
2. All students will follow the correct traffic flow in a single file while in the serving line. Do not break the lunch line.
3. All food is to be eaten in the cafeteria.
4. Students will remain seated until dismissed by their teacher.
5. Students will talk quietly.
6. Students will leave their area neat and clean, disposing of trash and placing eating trays and utensils properly in the designated areas.

7. Students wishing to bring their own lunches may do so, but carbonated sodas or food purchased from vendors will not be allowed in the cafeteria. Students must bring their lunch with them in the mornings upon arrival at school. Meals cannot be dropped off or delivered to students.
8. Students will sit on the stools, not on tables
9. All students should remain seated unless in line.

EQUAL EDUCATION OPPORTUNITY (DISCRIMINATION) STATEMENT

The Dallas County Board of Education is an equal opportunity employer. It is the policy of the Dallas County Board of Education not to discriminate on the basis of disability, national origin, race, religion, sex or age in its programs and activities. The Dallas County Board of Education provides equal access to the Boy Scouts and other designated youth groups. If you have reason to believe that you have been discriminated against, you may contact Dallas County Board of Education assigned personnel at PO Box 1056, Selma, AL 36702 or 334-875-3440.

DUE PROCESS

In cases where a student is not promoted or fails to receive credit due to excessive unexcused absences, the parent/guardian may file with the Superintendent a written request for review of the conditions surrounding the student's non-promotion/non-credit. An adverse decision from the Superintendent may be appealed to the Board.

STUDENT RESPONSIBILITIES

To abide by applicable law, Board policies, and rules and regulations adopted by individual District schools

To be punctual and regular in attendance;

To promptly complete make-up assignments for excused absences, or unexcused absences where missed work is allowed to be made up;

To be courteous and responsible at all school programs and activities;

To complete assignments related to his/her participation in school programs and activities;

To respect the privacy rights of others;

To be courteous of the view of others;

To attend school and related school activities without bringing items to school or school events which are prohibited by applicable law, Board policies, or rules and regulations adopted by individual District schools;

To respect the property rights of those at school and the general public;

To take advantage of appropriate opportunities provided for learning;

To avoid hindering the teaching process; and

To comply with board policies and rules adopted by individual District schools regarding attendance, conduct, free speech, student publications, assembly, privacy, and participation in school programs and activities.

STUDENT RIGHTS

To be informed of Board policies and rules and regulations adopted by the school District.

To be provided with makeup assignments for excused, or unexcused absences where missed work is allowed to be made up.

To retain privacy of personal possessions on his or her person, in lockers, or in vehicles, unless school officials have reasonable suspicion or believe the student possesses an item which is prohibited by applicable law, Board policies, or rules and regulations adopted by individual District schools;

To be informed as to the specific grounds of the violation of Board policies, or rules and regulations adopted by individual District schools;

To seek assistance, if needed, to aid learning;

To be provided a safe school environment free of illegal drugs, alcohol, or weapons;

To be provided appropriate instructors, instruction, materials, and equipment to take advantage of the opportunity to learn; To be provided with the opportunity to express concerns regarding the operation of District schools;

To express disagreement in a constructive manner taking into account the rights of others, consistent with the established education process.

To participate, as part of the educational process, in the development and/or distribution of student or school publications consistent with the educational process; To seek approval for, plan, and conduct meetings consistent with Board policies;

To assemble in a lawful manner for a lawful purpose with prior approval by school officials;

To develop or participate in student programs and activities consistent with Board policies; and

To seek office in any student organization.

FREEDOM OF EXPRESSION

Freedom of speech is a constitutional right guaranteed to all citizens. The Board shall make every effort to provide an environment which encourages the free expressions of ideas by students while at the same time providing a learning environment free from unwarranted distractions. No student shall have the right to interfere with the right of other students to participate in the educational program.

SUMMARY OF CIVIL LIABILITIES AND CRIMINAL PENALTIES

The following summaries of laws relate to civil liabilities and criminal penalties for violence or other misbehavior by students on school property or against school employees. Local boards of education are required to provide notice to parents, guardians, and students.

Attendance and Conduct (§16-28-12) Each parent/guardian or other person having control or custody of a child required to attend school who fails to require the child to enroll, to regularly attend school, or to compel the child to properly conduct himself/herself as a pupil in accordance with the written policy on school behavior adopted by the local board of education shall be guilty of a misdemeanor (may be fined up to $100 and may be sentenced to hard labor for up to 90 days).

Child Abuse and Neglect Reporting (§26-14-1) All persons and institutions are required by law to report known or suspected child abuse or neglect under a penalty of a misdemeanor, fine or sentence. Those who are required by law to report are: hospitals, clinics, sanitariums, doctors, physicians, surgeons, medical examiners, coroners, dentists, osteopaths, optometrists, chiropractors, podiatrists, nurses, school teachers and officials, peace officers, law enforcement officials, pharmacists, social workers, day care workers or employees, mental health professionals, or any other person called upon to render aid of medical assistance to

a known or suspected victim of child abuse or neglect. Besides those persons who are required by law to report child abuse and neglect, any person may make such report, if such person has reasonable cause to suspect that a child is being abused or neglected.

Drug Dealing (§6-5-72) A person who unlawfully sells, furnishes, or gives a controlled substance to a minor may be liable for injury or damage or both suffered by a third person caused by or resulting from the use of the controlled substance by the minor, if the sale, furnishing, or giving of the controlled substance is the proximate cause of the injury or damage.

Drugs, Alcohol, Weapons, Physical Harm, or Threatened Physical Harm (§16-1-24.1) The school principal shall notify appropriate law enforcement officials when a person violates local board of education policies concerning drugs, alcohol, weapons, physical harm to a person, or threatened physical harm to a person. If any criminal charge is warranted, the principal is authorized to sign the appropriate warrant. If that person is a student, the local school system shall immediately suspend that person from attending regular classes and schedule a hearing within 5 school days. If a person is found to have violated a local board of education policy concerning drugs, alcohol, weapons, physical harm to a person or threatened physical harm to a person, the person may not be readmitted to the public schools until criminal charges, if any, have been disposed of by appropriate authorities and the person has satisfied all other requirements imposed by the local board of education as a condition of readmission.

Sexual Harassment (§26-14-3) A student who believes that he or she has been or is being subjected to any form of sexual harassment shall immediately report the matter to a teacher, the school counselor, principal, or the Superintendent. Any student who suspects that another student is being sexually harassed shall immediately report the information to a teacher, school counselor, principal, or the Superintendent. A student's request to make his or her report to someone of the same sex will be granted.

Teacher Assault (§13A-6-21) A person commits the crime of assault in the second degree (Class C felony) if the person assaults with intent to cause serious physical injury to a teacher or to an employee of a public educational institution during or as a result of the performance of his or her duty.

Tobacco Possession (§28-11-13) It is unlawful for any minor to purchase, use, possess, or transport tobacco or tobacco products within this state… (See Alabama Law §28-11-14 for additional reference.)

Vandalism (§6-5-380) The parents, guardian, or other person having control of any minor under the age of 18 with whom the minor is living and who have custody of the minor shall be liable for the actual damages sustained to school property, plus the court costs, caused by intentional, willful, or malicious act of the minor.

Weapons in Schools (§13A-11-72) No person shall knowingly with intent to do bodily harm carry or possess a deadly weapon on the premises of a public school. Possession of a deadly weapon with the intent to do bodily harm on the premises of a public school or school bus is a class C felony. (Note: Deadly weapons include but are not limited to hand grenade, explosive or incendiary device; a pistol, rifle, or shotgun; or a switch-blade knife, gravity knife, stiletto, sword, or dagger; or any club, baton, billy, black-jack, bludgeon, or metal knuckles.)

REQUIRED PUBLICATION STATE ACT AND SECTION

16-28-12 ***Expectations of Parents Regarding Attendance and Behavior in Public Schools***

(a) Each parent, guardian, or other person having control or custody of any child required to attend school or receive regular instruction by a private tutor who fails to have the child enrolled in school or who fails to send the child to school, or have him or her instructed by a private tutor during the time the child is required to attend a public school, private school, church school, denominational school, or parochial school, or be instructed by a private tutor, or fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct himself or herself as a pupil in any public school in accordance with the written policy on school behavior adopted by the local board of education pursuant to this section and documented by the appropriate school official which conduct may result in the suspension of the pupil, shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than one hundred dollars ($100) and may also be

sentenced to hard labor for the county for not more than 90 days. The absence of a child without the consent of the principal teacher of the public school he or she attends or should attend, or of the tutor who instructs or should instruct the child, shall be prima facie evidence of the violation of this section.

(b) Each local public board of education shall adopt a written policy for its standards on school behavior. Each local public school Superintendent shall provide at the commencement of each academic year a copy of the written policy on school behavior to each parent, guardian, or other person having care or control of a child who is enrolled. Included in the written policy shall be a copy of this section. The signature of the student and the parent, guardian, or other person having control or custody of the child shall document receipt of the policy.

(c) Any parent, guardian, or other person having control or custody of any child enrolled in public school who fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct himself or herself as a pupil in accordance with the written policy on school behavior adopted by the school board of education and documented by the appropriate school official which conduct may result in the suspension of the pupil, shall be reported by the principal to the Superintendent of education of the school system in which the suspected violation occurred. The Superintendent or his or her designee shall report suspected violations to the district attorney within 10 days. Any principal or Superintendent or his or her designee intentionally failing to report a suspected violation shall be guilty of a Class C misdemeanor.

The district attorney shall vigorously enforce this section to ensure proper conduct and required attendance by any child enrolled in public school.

290-3-1-.02(1)(f) ***Seclusion and Restraint for ALL Students***

1. Definitions. (i) Chemical Restraint - Any medication that is used to control violent physical behavior or restrict the student's freedom of movement that is not a prescribed treatment for the student's medical or psychiatric condition. Use of chemical restraint is prohibited in Alabama public schools and educational programs. (ii) Mechanical Restraint - The use of any device or material attached to or adjacent to a student's body that is intended to restrict the normal freedom of movement and which cannot be easily removed by the student. The term does not include an adaptive or protective device recommended by a physician or therapist when used as recommended by the physician or therapist to promote normative body positioning and physical functioning, and/or to prevent self-injurious behavior. The term also does not include seatbelts and other safety equipment when used to secure students during transportation. Use of mechanical restraint is prohibited in Alabama public schools and educational programs. (iii) Physical Restraint - Direct physical contact from an adult that prevents or significantly restricts a student's movement. The term physical restraint does not include mechanical restraint or chemical restraint. Additionally, physical restraint does not include: providing limited physical contact and/or redirection to promote student safety or prevent self-injurious behavior, providing physical guidance or prompting when teaching a skill, redirecting attention, providing guidance to a location, providing comfort, or providing limited physical contact as reasonably needed to prevent imminent destruction to school or another person's property. (iv) Physical Restraint that restricts the flow of air to the student's lungs- Any method (face-down, face-up, or on your side) of physical restraint in which physical pressure is applied to the student's body that restricts the flow of air into the student's lungs. Use of this type of restraint is prohibited in Alabama public schools and educational programs. (v) Seclusion -a procedure that isolates and confines the student in a separate, locked area until he or she is no longer an immediate danger to himself/herself and others. The seclusion occurs in a specifically constructed or designated room or space that is physically isolated from common areas and from which the student is physically prevented from leaving. Seclusion does not include situations in which a staff member trained in the use of de-escalation techniques or restraint is physically present in the same unlocked room as the student, time-out as defined in paragraph (1.)(vi) of this rule, in-school suspension, detention, or a student-requested break in a different location in the room or in a separate room. Use of seclusion is prohibited in Alabama public schools and educational programs. (vi) Time-out - A behavioral intervention in which the student is temporarily removed from the learning activity. Time-out is appropriately used when: (I) The non-locking setting used for time-out is appropriately lighted, ventilated, and heated or cooled. (II) The duration of the time-out is reasonable in light of the purpose of the time- out and the age of the child; however, each time-out should not exceed 45 minutes. (II I) The student is reasonably monitored by an attending adult who is in reasonable physical proximity of the student and has sight of the

student while in time-out. (IV) The time-out space is free of objects that unreasonably expose the student or others to harm.

2. Requirements. (i) The use of seclusion is prohibited in Alabama public schools and educational programs. (ii) The use of any method of physical restraint that restricts the flow of air to a student's lungs is prohibited in Alabama public schools and educational programs. (iii) The use of mechanical restraint is prohibited in Alabama public schools and educational programs. (iv) The use of chemical restraint is prohibited in Alabama public schools and educational programs. (v) The use of physical restraint is prohibited in Alabama public schools and educational programs except in those situations in which the student is an immediate danger to himself or others and the student is not responsive to less intensive behavioral interventions including verbal directives or other de- escalation techniques. Notwithstanding the foregoing, physical restraint is prohibited in Alabama public schools and educational programs when used as a form of discipline or punishment. (vi) All physical restraint must be immediately terminated when the student is no longer an immediate danger to himself or others or if the student is observed to be in severe distress. (vii) Schools and programs that use physical restraint in accordance with paragraph (2.)(v-xiv) of this rule must develop and implement written policies to govern the use of physical restraint. Parents must be provided information regarding the school or program's policies governing the use of physical restraint. The written policies must include the following provisions: (I) Staff and faculty training on the use of physical restraint and the school or programs policy and procedures, (II) Written parental notification when physical restraint is used to restrain their student within a reasonable time not to exceed one school day from the use of restraint, (Ill} The use of physical restraint to be documented and a debriefing session held by staff or faculty participating in or supervising the restraint for each student in each instance in which the student is restrained, (IV) Procedures for the periodic review of the use of restraint and the documentation described in paragraph (2.)(vii)(Ill}, (V) Procedures for reporting the use of restraint and the documentation described in paragraph (2.)(vii)(Ill} and any prohibited use of seclusion and chemical, mechanical, or physical restraint to the local board of education annually, (VI) The documentation described in paragraph (2.)(vii)(Ill) (monthly summary reports) and any prohibited use of seclusion and chemical, mechanical, or physical restraint is to be submitted to the Alabama Department of Education annually, and (VII) The written policies described in paragraph (2.)(vii)(I and II} are to be included in each local education agencies' code of conduct and/or the student handbook. (viii) Schools and programs that use physical restraints in accordance with paragraph (2.)(v-xiv) of this rule, must ensure that staff and faculty are trained in the use of physical restraint. This training shall be provided as a part of a program, which addresses prevention and de-escalation techniques as well as positive behavioral intervention strategies. Schools and programs must maintain written or electronic documentation on training provided and the list of participants in each training. Records of such training must be made available to the Alabama Department of Education or any member of the public upon request. (ix) Nothing in this rule shall be construed to interfere with a school system, school or program, or school or program employee's authority to utilize time-out as defined in paragraph (1.)(vi) of this rule or any other classroom management technique or approach, including a student's removal from the classroom, that is not specifically addressed in this rule. (x) Nothing in this rule modifies the rights of school personnel to use reasonable force as permitted under the Code of Alabama, 1975, §16-1-14 or modifies the rules and procedures governing discipline under the Code of Alabama, 1975, §16-28-12. (xi) Nothing in this rule shall be construed to prohibit a school system, school, or program employee from taking reasonable action to diffuse or break up a student fight or altercation. (xii) Nothing in this rule shall be construed to prohibit a school system, school, or program employee from taking reasonable action to obtain possession of a weapon or other dangerous objects on a student or within the control of a student. (xiii) Nothing in this rule shall be construed to eliminate or restrict the ability of an employee of a school system, school or program to use his or her discretion in the use of physical restraint to protect students or others from imminent harm or bodily injury. Nothing in this rule shall be construed to create a criminal offense or a private cause of action against any local board of education or program or its agents or employees. (xiv) In some instances in which a student is an immediate danger to himself or herself or others, the school or program must determine when it becomes necessary to seek assistance from law enforcement and/or emergency medical personnel. Nothing in these rules shall be construed to interfere with the duties of law enforcement or emergency medical personnel. Parents must be promptly informed when students are removed from the school or program setting by emergency medical or law enforcement personnel.

CLASSIFICATION OF VIOLATIONS AND SANCTIONS

It is fundamental that an orderly school has clearly defined behaviors to which students must conform. Non-conformity to these behaviors becomes violations of the code of student conduct. Violations are grouped in three classes (Class I, Class II, and Class III) which range from the least to the most serious. School officials shall investigate, verify, and take the necessary action to resolve student misconduct. After determining that a violation has occurred, and the class of the violation, the Principal shall impose the appropriate sanction. Violations apply to student conduct on a school campus, at school related events, or while being transported to or from school related events.

Each teacher will deal with general classroom disruption through effective classroom management and involvement of parent or school counselors. Only when the action taken by the teacher is ineffective, or the disruption is severe, should the student be referred to the principal or his/her designee

Below is a listing of each class violations and possible sanctions. As the violations increase in seriousness, the severity of the possible sanctions increases. Definitions of violations are based upon the 1975 Code of Alabama, Title 13A (Criminal Code), Title 28-3-1 (Alcoholic Beverages), and Title 20-2-2 (Controlled Substances).

Any student committing one of the offenses listed whether Class I, II, or III, where the victim of such offense is an employee of the Board, will also be subject to additional, or more severe, disciplinary action.

Definitions of Sanctions

All students shall be afforded an opportunity for due process in all matters pertaining to disciplinary matters.

Conference with student	A meeting between student and principal/designee to discuss misbehavior and corrective actions. Students receive a verbal warning.
Temporary removal from class	Upon removal of a student, the principal or designee will determine the alternative assignment and location of the student. During a significant time of temporary removal, a student will have the opportunity to receive, complete, and submit class work for academic credit.
Withdrawal of privileges	To take away privileges or deny participation in school related activities as deemed by principal.

Parent conferences	Provides an opportunity to create a connection between home and school; allows collaboration for needed support to improve student's behavior.
Counselor/Social worker referral	Provides students with more one on one help, support, and intervention for misbehavior. Interventions and supports are tailored to the behavioral needs of students.
Work detail	Students will complete work related tasks as deemed by the principal. Work will be done under the supervision of an adult.
Restitution	Pay for damages; compensation for loss, damage, or injury caused; indemnification.
In-school suspension	In-school suspension is a structured disciplinary action in which a student is isolated or removed from regular classroom activities but is not dismissed from the school setting. The principal or his/her designated person(s) has the authority to assign students to in-school suspension for a reasonable and specified period of time.
Out of school suspension	Suspension is defined as the temporary removal of a student from school for a violation of school policies, rules, regulations, or for interfering with the orderly operation of the school. Days absent from school because of suspension are unexcused. Students suspended are not allowed to participate in or attend any school related activities until reinstated by the school administrator.
Bus suspension	The principal, or his/her designee, has the authority to deny a student the privilege of riding a bus. This denial, based on the misconduct of the student, will be for a reasonable and specified period of time. A parent or guardian will be notified prior to suspension from the bus and will be responsible for providing transportation to and from school during the suspension.
Referral to outside agency	Students can be referred to agencies that can offer assistance not offered at schools (i.e. physical, mental, neglect).
Alternative school placement	Students may be assigned to the Alternative School by the Superintendent for disciplinary reasons in accordance with Board policy. The school principal may recommend consideration of Alternative School placement to the Superintendent in accordance with the Board policy governing Disciplinary Due Process. Students shall be suspended by the principal pending a hearing before the Superintendent or his designee.

Expulsion	Expulsion is denial of school attendance by the Board of Education. Expulsion may be recommended for the remainder of the school year or for a time period determined on a case-by-case basis.
Other sanctions approved by the Principal and/or the Board	Any other disciplinary sanctions that are approved by the Dallas County Board of Education.

Appeals

Students charged with discipline under Class I or Class II violations will not have the right to appeal any decision beyond the local school level.

Class III or IV offenses resulting in the expulsion recommendation by the Superintendent to the Board of Education may be appealed to the Board of Education prior to Board members voting on the expulsion recommendation.

CLASS I VIOLATIONS

1.01 **DISORDERLY CONDUCT -** Any act which disrupts the conduct of a school function or which disrupts the orderly learning environment.
1.02 **NONCONFORMITY TO DRESS CODE** – Failure to comply with the dress code set for in this handbook.
1.03 **MINOR DISRUPTION ON A SCHOOL BUS** – Failure to comply with bus rules and regulations.
1.04 **INAPPROPRIATE PUBLIC DISPLAY OF AFFECTION** - Including, but not limited to, embracing and kissing.
1.05 **UNAUTHORIZED ORGANIZATIONS** – Any campus participation in non-sanctioned fraternities, sororities, secret societies, gangs, or non-affiliated school clubs.
1.06 **LITTERING OF SCHOOL PROPERTY** – Knowingly depositing rubbish, refuse, waste, garbage, paper, glass, cans, bottles, trash, debris or any foreign substance of whatever kind and description on Board property; or spoiling the appearance of Board property by drawing or writing on it.
1.07 **UNAUTHORIZED USE OF SCHOOL OR ANOTHER PERSON'S PERSONAL PROPERTY**- Including but not limited to the use of computers, personal technology devices, online services or websites not permitted by teachers.
1.08 **DISPLAYING UNSPORTSMANLIKE CONDUCT AT SCHOOL EXTRA-CURRICULAR EVENTS –** Any act contrary to the generally understood principles of sportsmanship, whether as a participant or spectator, leading to a substantial disruption of the competition or which poses a threat to the health, safety and/or welfare of others.
1.09 **DISRESPECT** – Failure to treat board employees with due and proper respect.
1.10 **ANY OTHER VIOLATION WHICH THE PRINCIPAL MAY REASONABLY DEEM TO FALL WITHIN THE CATEGORY**

Administrative responses for Class I Violations include, but are not limited to the following:

CLASS I SANCTIONS FOR ELEMENTARY (K – 5th grade)

First Offense: Conference with student and Parent contact (verbal reprimand)
Second Offense: Parent conference and in school disciplinary action such as: temporary removal from class, withdrawal of privilege, counselor referral, or work detail.
Third Offense: Out of School Suspension (1-2 Days)

CLASS I SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade)

First Offense: Conference with student and Parent contact (verbal reprimand)
Second Offense: Parent conference and in school disciplinary action such as: temporary removal from class, withdrawal of privilege, counselor referral, or work detail.
Third Offense: In School Suspension (1-3 Days)
Fourth Offense: Out of School Suspension (1-3 Days)
Prior to determining the appropriate administrative response, the principal or his/her designee will consider the student's prior disciplinary history.

CLASS II VIOLATIONS

2.01 **EXCESSIVE TARDINESS –**Three or more incidents or reporting late to school, class or assigned area.

2.02 **PERSISTENT, WILLFUL DISOBEDIENCE/DEFIANCE** –Recurring, intentional violation of Code of Conduct which substantially disrupts the orderly conduct of a school function; behavior which substantially disrupts the orderly learning environment; or poses a threat to the health, safety, and/or welfare of students, staff or others.

2.03 **TOUCHING ANOTHER PERSON** – Intentionally touching another person against the will of the other.

2.04 **PROFANITY OR VULGARITY –** Use of profane or obscene language, use of obscene gestures toward another student, or possession of pornographic suggestive material.
2.05 **ACADEMIC DISHONESTY** – Giving or receiving information that should be completed by an individual student. This action will result in loss of credit on the particular assignment involved and other appropriate disciplinary action may be taken.
2.06 **PROVIDING FALSE INFORMATION** – Intentionally providing false information to a school board employee.
2.07 **TRESPASSING** – Willfully entering or remaining on any school property after being warned by an authorized person.
2.08 **UNJUSTIFIED ACTIVATION OF FIRE ALARM SYSTEM** – Rendering a false alarm when a person knowingly causes a fire report to be transmitted to or within an official fire department or to any other governmental agency.
2.09 **USE OF RACIAL OR ETHNIC INSULTS OR SLURS** – Verbal or written affronts of racial or ethnic nature.
2.10 **PROPOSITIONS TO ENGAGE IN SEXUAL ACTS** - To make a written, verbal, or electronic suggestion of a sexual act.
2.11 **MISUSE OF PERSONAL TECHNOLOGY DEVICES** – Any violation of cell phone/personal technology devices policy, as set forth by each individual school. *Note:* School board employees are not responsible for phones that are lost, stolen, damaged, etc.
2.12 **CONTINUOUS DISRUPTION ON BUS –** Continual failure to comply with the bus rules/regulations.
2.13 **UNAUTHORIZED USE OF COMPUTER OR COMPUTER SYSTEM** – Unauthorized usage or tampering which may cause a major disruption in the education process. This includes distribution of restricted passwords, unauthorized access to restricted computer sites, intentionally tampering with another student's work, intentionally damaging and/or sabotaging computer equipment belonging to the system, and other misuse of computers other than for instructional purposes.
2.14 **REPEATED VIOLATIONS OF CLASS I VIOLATIONS**
2.15 **ANY OTHER OFFENSE THAT THE PRINCIPAL MAY REASONABLY DEEM TO FALL WITHIN THIS CATEGORY.**

Administrative responses for Class II Violations may require in-school parental conference plus appropriate disciplinary action.

CLASS II SANCTIONS FOR ELEMENTARY (K – 5th grade)

First Offense: Parent conference and in school disciplinary action such as: temporary removal from class, withdrawal of privilege, counselor referral, or work detail.
Second Offense: Bus Suspension or Out of School Suspension (1-3 Days)

Restitution Must Be Paid If Damages Occurred.

CLASS II SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade)

First Offense: Parent conference and in school disciplinary action such as: temporary removal from class, withdrawal of privilege, counselor referral, or work detail.
Second Offense: In School Suspension (1-5 Days)

Third Offense: Bus Suspension or Out of School Suspension (1-5 Days)

CLASS III VIOLATIONS

3.01 **PROFANITY OR VULGARITY TOWARD A SCHOOL BOARD EMPLOYEE –** Use of profane or obscene language or the use of obscene gestures directed toward a school board employee.

3.02 **INCITING OR PARTICIPATING IN A DISTURBANCE** – Leading, encouraging, or assisting, in a major disturbance which results in one or more of the following: destruction or damage to property or injury to others; or a substantial disruption of the learning environment which poses a threat to the health, safety, and/or welfare of students, staff, or others.

CLASS III SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade)

First Offense: Out of school suspension (3-5 days)
Second Offense: Out of School Suspension (5-9 days)

Third Offense: Alternative school placement
Fourth Offense: Other sanctions as approved by the Board of Education.
Fifth Offense: Recommendation for Expulsion

3.03
3.04 **VANDALISM** – Intentional and deliberate action resulting in defacement or damages of public property without the consent of the owner or person having control over it.
3.05 **OFFENSIVE TOUCHING OR STRIKING OF ANOTHER PERSON** - Touching or striking another person subjecting them to physical contact, if done with an intent to harass, annoy or alarm that person. Additionally, touching another person's genitalia or intimate body parts or touching any part of another person's body.

CLASS III SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade)

First Offense: Out of school suspension (3-5 days)
Second Offense: Out of School Suspension (5-9 days)
Third Offense: Alternative school placement
Fourth Offense: Other sanctions as approved by the Board of Education.
Fifth Offense: Recommendation for Expulsion

3.06 **FIREWORKS, MATCHES, OR LIGHTERS** – Possession and/or igniting of fireworks, firecrackers, matches, and/or lighters.

3.07 **POSSESSION AND/OR USE OF NON-PRESCRIPTION MEDICATION, INHALANT, TOBACCO PRODUCTS, ELECTRONIC/VAPOR CIGARETTES, OR OVER THE**

COUNTER PRODUCTS – Failure to comply with the local school medication procedures.

3.08 **GAMBLING** – Any participation in games of chance for money and/or other items of value.

3.09 **SKIPPING AND/OR LEAVING CLASS OR SCHOOL** – Unauthorized absence or departure from class or school.

CLASS III SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade)

First Offense: Out of school suspension (3-5 days)
Second Offense: Out of School Suspension (5-9 days)
Third Offense: Alternative school placement
Fourth Offense: Other sanctions as approved by the Board of Education.
Fifth Offense: Recommendation for Expulsion

3.10 **STEALING, LARCENY, PETTY THEFT** – The intentional taking and/or carrying away of property valued at less than $100 belonging to or in the possession or custody of another.

3.11 **THREATS TO DO EXTORTION** – Verbal, written, or electronic threat of injury to the person, property, or reputation of another.

3.12 **FIGHTING** – Any physical conflict involving two or more individuals which does not result in physical injury.

3.13 **UNAUTHORIZED RECORDING** – Creating, publishing, or forwarding video or audio recording of a student, Board employee, or authorized guest of the school system without that individual's permission.

3.14 **FLEEING FROM A SCHOOL BOARD EMPLOYEE** – To intentionally flee, by any means, from any Board employee which the student knows is directing them to stop.

3.15 **INDECENT EXPOSURE** – Exposure of a student's genitals, breasts or buttocks under circumstances where the student knows his/her conduct is likely to cause an affront or alarm.

3.16 **SEXUAL HARASSMENT** – Any unwelcome sexual advances, requests for sexual favors and other unwelcome verbal, electronic, or physical conduct of sexual nature.

3.17 **ACCESSING OR CHANGING INFORMATION IN SCHOOL COMPUTERS** – Editing information in school computers to endanger or cause harm to another individual or district school.

3.18 **ALCOHOL AND ILLEGAL DRUGS –** The unauthorized use, sale, transfer, possession, trafficking, misuse, and/or abuse of drugs. These include alcoholic beverages, barbiturates, central nervous system stimulants, hallucinogens, drug paraphernalia and all other drugs to which the narcotic and drug abuse laws of the United States, local municipalities and the State of Alabama apply.

3.19 **BURGLARY** – The unlawful entry into a building or other structure with intent to commit an offense.

3.20 **ENGAGE IN SEXUAL ACTS** – Consensual participation/engagement in any sexual act on or off campus, school sponsored activities/events, or in transport.

3.21 **HARASSMENT** - A continuous pattern of intentional behavior including, but not limited to, written, electronic, verbal, non-verbal or physical acts that:

- place a person in reasonable fear of harm to his or her person or damage to his or her property;
- have the effect of substantially interfering with the educational performance, opportunities or benefits of a student;
- have the effect of substantially disrupting or interfering with the orderly operation of a school;
- have the effect of creating a hostile environment; or, have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening or abusive educational environment for a student.

3.22 **BULLYING** - Any intentional written, electronic, verbal, non-verbal, or physical behavior or action against another, including but not limited to any threatening, insulting, or dehumanizing gesture that a reasonable person should know will have the effect of:

- placing another in reasonable fear of substantial harm to his or her emotional or physical well-being or substantial harm to his or her property;
- creating a hostile, threatening, humiliating or abusive educational environment due to the pervasiveness or persistence of the actions or due to a power differential between the bully and the target;
- interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities or benefits; or,
- perpetuating bullying by inciting, soliciting or coercing an individual or group to demean, dehumanize, embarrass or cause emotional, psychological, or physical harm to another person.

3.23 **CYBERBULLYING** - An act of harassment, intimidation, discrimination or bullying committed through the use of digital technology, including but not limited to, email, blogs, cell phone, social media, chat rooms, instant messaging, or the use of data or computer software that is accessed through a computer, computer system or computer network.

3.24 **CYBERSTALKING** - To engage in a course of conduct to communicate, or to cause to be communicated, words, images or language by or through the use of electronic mail

or electronic communication, directed at or about a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

3.25 **PROFANITY OR VULGARITY –** Use of profane or obscene language, use of obscene gestures toward a school board employee, or possession of pornographic suggestive material.

3.26 **UNAUTHORIZED USE OF SCHOOL, PERSONAL, OR ANOTHER PERSON'S PERSONAL PROPERTY**- Including all digital devices to access inappropriate or pornographic material.

3.27 **REPEATED VIOLATIONS OF CLASS II VIOLATIONS**

3.28 **ANY OTHER OFFENSE WHICH THE PRINCIPAL MAY DEEM TO FALL WITHIN THIS CATEGORY**

Administrative responses for Class III Violations include, but are not limited to the following:

CLASS III SANCTIONS FOR ELEMENTARY (K – 5th grade)

First Offense: Out of school suspension (1-2 days)
Second Offense: Out of school suspension (3-5 days)
Third Offense: Out of school suspension 5 days
Fourth Offense: Recommendation for Expulsion
Fifth Offense: Other sanctions as approved by the Board of Education.

Restitution Must Be Paid If Damages Occurred and Referral to Outside Agency will be made if deemed necessary.

CLASS III SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade)

First Offense: Out of school suspension (3-5 days)
Second Offense: Out of School Suspension (5-9 days)
Third Offense: Alternative school placement
Fourth Offense: Other sanctions as approved by the Board of Education.
Fifth Offense: Recommendation for Expulsion

Restitution Must Be Paid If Damages Occurred and Referral to Outside Agency will be made if deemed necessary.

DCSS Vape Policy Implementation Procedures

First Offense - POSSESSION of A NON-PRESCRIPTION MEDICATION, INHALANT, TOBACCO PRODUCTS,
ELECTRONIC/VAPOR CIGARETTES, OR OVER THE COUNTER PRODUCTS

- Administrator confiscates the non-prescription medication, inhalant, tobacco product, electronic/vapor cigarette, or over the counter product and notifies the student's parent or guardian.
- The student is assigned to in-school diversion (ISS), where he/she will be required to complete
Substance Abuse Education modules via the Imagine Purpose platform.
- The administrator notifies the school counselor and/or district social worker, in writing, of the
placement for follow up counseling and skills reinforcement prior to re-entry to general education.

Second offense - POSSESSION OF NON-PRESCRIPTION MEDICATION, INHALANT, TOBACCO PRODUCTS,
ELECTRONIC/VAPOR CIGARETTES, OR OVER THE COUNTER PRODUCTS

- Administrator confiscates the non-prescription medication, inhalant, tobacco product, electronic/vapor cigarette, or over the counter product and notifies the student's parent or guardian.
- The administrator notifies the Counseling and Mental Health Services Coordinator, who will coordinate the referral process for out-of-school diversion.
- The student is assigned to out-of-school diversion (The Bridge Substance Use Program), where he/she will participate in substance use counseling and comply with all program requirements, including drug testing if applicable. Failure to do so will result in forfeiture, and implementation of class III sanctions.

CLASS IV VIOLATIONS

4.01 MISUSE OR ABUSE OF PRESCRIPTION DRUGS, ALCOHOL OR ILLEGAL DRUGS - The unauthorized use, sale, transfer, possession, trafficking, and misuse of prescription or non-prescription drugs and alcohol.

4.02 STEALING, LARCENY, GRAND THEFT – The intentional taking and/or carrying away of property valued greater than $100.

4.03 SEXUAL BATTERY – Sexual contact forcibly and/or against the person's will or not forcibly or against the person's will, where the victim is incapable of giving consent because of his/her youth, or because of temporary or permanent mental incapacity. This includes rape, fondling, indecent liberties, child molestation, sodomy, etc.

4.04 ARSON – The willful and malicious burning of any part of School Board property.

4.05 AGGRAVATED FIGHTING – Mutual participation in a fight involving physical violence where there are three or more participants but no one main offender.

4.06 EXPLOSIVE – Preparing, possessing, or igniting on School Board property explosives likely to cause serious bodily injury or property damage.

4.07BOMB / TERRORISTIC THREAT- Any such communications, which has the effects of interrupting the educational environment or school sponsored event.

4.08 KIDNAPPING – The unlawful seizure, transportation, and/or detention of a person against his/her will or of a minor without the consent of his/her parent.

4.09 AGGRAVATED ASSAULT – Intentionally, taking actions that could cause great bodily harm, disability or permanent disfigurement; including but not limited to use of a deadly weapon.

4.10 ROBBERY – The taking of money or other personal property from a person by force, violence, assault or putting the person in fear of the same.

4.11 POSSESSION OF WEAPON - Possession, use, or intent to use any instrument or object to inflict harm on another person, or to intimidate any person. Including all knives, chains, pipe, razor blades or similar instruments with sharp cutting edges, ice picks, other pointed instruments (including pencils or pens when not being used for their intended purpose), numchucks, brass knuckles, Chinese stars, billy clubs, tear gas gun, chemical weapon or device (mace/pepper spray), electrical weapons or device (stun gun), BB or pellet gun, explosives or propellants, etc.

4.12 EXTORTION – Completion of a threat.

4.13 OTHER CRIMINAL ACTS – Commission of any criminal act, not herein listed, as defined by the law as of the city, State of Alabama, or United States. Violation of any law or statue which may result in student imprisonment, fine or penalty.

CLASS IV SANCTIONS FOR ELEMENTARY (K – 5th grade)

First Offense: Out of school suspension (3-7 days)
Second Offense: Alternative school placement
Third Offense: Recommendation for expulsion.
Fourth Offense: Other sanctions as approved by the Board of Education.

Restitution Must Be Paid If Damages Occurred and Referral to Outside Agency will be made if deemed necessary.

*CLASS IV SANCTIONS FOR MIDDLE/HIGH (6th – 12th grade) *

First Offense: Out of school suspension 5 days pending Board of Education hearing. (ALC Recommendation minimum 45 days)
Second Offense: Alternative school placement
Third Offense: Recommendation for expulsion.
Fourth Offense: Other sanctions as approved by the Board of Education.

Restitution Must Be Paid If Damages Occurred and Referral to Outside Agency will be made if deemed necessary.

CLASS V VIOLATIONS

5.01 POSSESSION OF A FIREARM – Carrying a firearm is a violation of the Safe Schools Act of 2013. Any weapon (including a starter gun) which will, or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device or any machine gun. A destructive device is any bomb, grenade, mine, rocket, missile, pipe bomb, or similar device containing some type of explosive that is designed to explode and is capable of causing bodily harm or property damage. Includes firearms of any kind (loaded or unloaded), including, but not limited to, hand, zip, pistol, rifle, shotgun, starter gun, flare gun, etc.
5.02 INTENTIONALLY STRIKING A SCHOOL BOARD EMPLOYEE - Intentionally striking a school board employee.
5.03 POSSESSION OF WEAPON - Possession, use, or intent to use any instrument or object to inflict harm on another person, or to intimidate any person. Including all knives, chains, pipe, razor blades or similar instruments with sharp cutting edges, ice picks, other pointed instruments (including pencils or pens when not being used for their intended purpose), numchucks, brass knuckles, Chinese stars, billy clubs, tear gas gun, chemical weapon or device (mace/pepper spray), electrical weapons or device (stun gun), BB or pellet gun, explosives or propellants, etc.

CLASS V SANCTIONS (Elementary, Middle, and High School)

Suspension with recommendation to board for ALC or expulsion (up to 1 calendar school year)

Expulsion for 1 calendar year

ATTENDANCE

When a student is not in school, he or she misses valuable instructional time. For this reason, the Board equates attendance with academic achievement. Students enrolled in District schools are required to be in school each day school is in session. If a student is absent, the parent or guardian must provide school officials with a written explanation for each student's absence at the time the student returns to school. Failure to provide a written explanation shall result in the absence being classified as unexcused.

EXCUSED ABSENCES:

Absences will be excused for the following reasons:

1. illness;
2. death or serious illness of an immediate family member;
3. weather preventing attendance;
4. legal requirements, such as a subpoena or other required court appearance; and
5. the prior permission given by a Principal.

Students granted excused absences shall be permitted to make up work, tests, and other missed assignments and activities. It shall be the responsibility of the student (and his or her parents and/or guardians) to check with teachers to make up for missed work. In all cases,

students must make up missed work within five (5) days after a return from an excused absence.

UNEXCUSED ABSENCES:

An absence which is not an excused absence is an unexcused absence. Days absent due to suspension are unexcused. Students are allowed to make up work, tests, or other instructional activities missed due to unexcused absences. Principals shall avoid, if possible, suspending students on days the student takes nine-

week tests or semester exams. Where suspension during nine-week tests or semester exams cannot be avoided, the Principal shall allow the student to make up missed tests or exams upon their return from suspension. In all cases, students must make up all missed assignments, tests or exams within five (5) days after a return from an unexcused absence.

Students attending District schools will possibly be denied promotion/credit for any grade, course, or subject in which he or she receives eleven (11) or more unexcused absences per semester or twenty-one (21) or more unexcused absences for the year.

PERFECT ATTENDANCE

Any student who has been present each school day without being tardy or checking out early has been perfect in attendance (Memorandum#49, Dallas County Board of Education dated 8/15/94).

STUDENTS LEAVING SCHOOL CAMPUS

A student is not permitted to leave the school campus during regular school hours except in accordance with the following:

1. A student's parent or guardian may come to the school in person and check his or her child out of school. A student may not be checked out of school by persons other than his or her parent or guardian or someone specifically designated by the student's parent or guardian.
2. A student may bring a written note signed by the student's parent or guardian and upon approval of the local school principal, or designee, may be permitted to leave the school campus. All notes will be verified by phone by office personnel prior to the dismissal of a student. All written parental requests shall remain on file in the principal's office for the remainder of the school year.
3. In emergency situations the local school principal or his or her designee may permit a student to leave the school campus based on a telephone request from the student's parent or guardian. In such instances, the principal or designee shall attempt to re-contact the student's parent or guardian by telephone to confirm the request. Any student violating this policy shall be subject to disciplinary action.

CHECK-OUT PROCEDURES

All checkouts must be approved by office personnel. In order for a check-out to be excused, students must bring an excuse. A check out will result in an absence in the missed classes. Students who check in after 11:00 or who checkout before 11:30 will be counted absent. Students must be present in school 51% of the school day in order to be counted present. Students will not be allowed to check-out after 2:30 p.m. There will be times throughout the school year when students will not be allowed to check-out (during state assessments, nine week exams, drills, special school events,etc.).

CHECK-IN PROCEDURES

All students reporting after 7:50 must check in at the office immediately. After checking in correctly, they must report to the appropriate classes.

1. Report to the first block teacher first with a check in slip.
2. Report to the teacher of the scheduled class.
3. Show slip to teachers missed the next day.
4. Not checking in correctly could result in unexcused absences.
5. After three unexcused check-ins, parents will be notified.

WITHDRAWALS

All students must bring a parent/guardian when requesting withdrawal. Students will not be cleared to withdraw until all books have been turned in and any money owed has been paid. Students will be given an official withdrawal form and all needed documentation within 24-48 hours of withdrawal request. Note:

Students living out of the zone will be withdrawn immediately.

MEDICATION

- All medications, whether Prescription or Over-the-Counter, must be turned into the school office by the student's parent/guardian or other responsible adult.
- Medications cannot be transported on the bus (except emergency medications and approved medications prescribed for self-administration).
- No student will be permitted to carry or possess any type of medications, whether Prescription or Over-the-Counter, on his/her person at any time (except emergency medications and approved medications prescribed for self-administration).
- Controlled Substances cannot be approved for self-administration by a licensed prescriber.
- The parent/guardian must sign a School Medication Physician/Prescriber /Parent Authorization Form (Form A) before any medication, Prescription or Over-the-Counter, can be administered at school.
- Over-the-Counter medications will require the parent/guardian signature only on the medication authorization form and is valid for the entire school year
- Prescription medication will require the physician/prescriber signature on the authorization form (Form A) as well as the parent/guardian signature.
- If the Prescription medication order is changed during the school year, a new authorization form (Form A) is required. Both physician/prescriber and parent/guardian must sign the form.
- For Prescription medications, a current pharmacy labeled container is required which includes the student's name, physician name, name of medication, strength, dosage, time interval, route and date of drug's discontinuation when appropriate.

- For Over-the-Counter medications, an unexpired, unopened, age appropriate, original manufacturer's container is required and all manufacturers' labeling must be clearly legible. The student's name must be written on the container.
- The school will not supply any Prescription or OTC medication to staff or students.
- All unused medications not picked up by parents/guardians by the last day of each school year will be discarded according to appropriate disposal guidelines.

These medication procedures were developed with your child's safety in mind. If you have any questions concerning these medication procedures, please contact your school nurse.

Wireless Device Policy

- **All cell phones and cellular devices will be secured and stored in a district approved security container (Yonder pouch) throughout the instructional school day. Failure to follow this policy will result in the following sanctions.**
- Devices associated with cellular devices are not permitted during instructional hours: **earbuds/headphones, smart watches, and other devices associated with cellular devices.**
- If a cell phone/ electronic device rings, vibrates, or is used for any reason without teacher permission, or is visible anytime during class time or if a student is caught using it on campus during class time, a staff member will confiscate the device.
- Refusal to surrender the devices when asked is considered defiance. Defiance will result in disciplinary consequences, according to the Dallas County Safe Schools Handbook.
- Students will not record still/moving images or voices of students or the teacher without permission from the teacher when using Dallas County School devices.
- Students will not post or transmit recordings of still or moving images or voice recordings of students or teachers without permission from the teacher when using Dallas County School devices.
- Cellular devices are not permitted during assessments.
- Students will adhere to internet usage policy with online resources.

First Offense:

- Parent Conference and school disciplinary action according to the DCSS Discipline for Safe Schools Handbook.

Second Offense:

- The device will be held in the Administration office until the end of the school day. In School Suspension (1-3) along with Restorative Practices.

Third Offense:

- The device will be held in the Administration office until the end of the school day. Out of School Suspension (1-3)

Fourth Offense:

- Out of school suspension (3-5 days)

*The DCSS district nor schools are responsible for any damages, lost or stolen electronic device(s).

Definitions

Instructional Day. Instructional time refers to the period between the first and final bell of the school day when students are expected to be engaged in academic activities under school
supervision. This includes classroom instruction, transitions, lunch, and any other time not designated as open device use by school leadership.

Wireless Communication Device (WCD). A wireless communication device is any electronic device capable of transmitting or receiving voice, text, image, or data signals through wireless means. This includes, but is not limited to, cellphones, laptops, iPads, pagers, gaming devices, smartwatches, tablets, and other devices with Bluetooth, Wi-Fi, or cellular capabilities.

Storage. Storage refers to the secure placement of a student's wireless communication device in a district-approved location or container that prevents access and use during instructional time. Devices must not be kept on the student's person (e.g., in clothing or pockets) but may be stored in backpacks or other approved storage solutions as designated by the district.

Instructional Use. Instructional use refers to the use of a wireless communication device under the direct supervision of a certified staff member for a specific, approved academic purpose. This may include accessing educational content, participating in digital learning activities, or using tools or apps directly related to the lesson objectives. Use must be clearly connected to instruction and authorized by the teacher or school administrator.

Emergency: A situation that requires immediate communication for health, safety, or personal reasons, determined by the school administration.

Social Media: Social media should be defined as websites and applications where users can create and share content or participate in social networking (e.g., Facebook, Instagram, Snapchat, Reddit, Twitter(X), TikTok, etc.).

Certified Staff Member: Refers to Dallas County School (DCS) Board employees who hold certificates or comparable forms of licensure issued by the State Superintendent of Education under authority of ALA. CODE §16-23-1 (1975). This includes but is not limited to roles such as classroom teachers, instructional coaches, curriculum specialists, and administrators.

Acceptable Technology Use Policy

I. Purpose

This Internet Safety Policy is adopted in compliance with the Alabama FOCUS Act and reflects Dallas County Schools' commitment to student safety, digital citizenship, and equitable access to safe and effective technology for learning.

II. Internet and Network Use

All students, staff, and users of the DCS network are expected to follow the district's Responsible Use Policy. The district shall maintain technology protection measures that block or filter access to visual depictions that are obscene, child pornography, or harmful to minors. Students are prohibited from attempting to disable or circumvent content filters.

Ill. Digital Citizenship Education

Students will receive regular instruction in responsible and appropriate online behavior, including:

- Respectful online communication and etiquette
- Safe use of social media and email
- Recognizing and reporting cyberbullying, harassment, or other harmful online conduct

IV. Required Student Course

All students will complete a mandatory Social Media and Online Safety Course prior to the end of Grade 8. Transfer students enrolling in grades 8-12 will complete the course within 30 days of enrollment.

The course will include instruction in:

- Safe online behavior, privacy, and data protection
- Responsible digital engagement and social media use
- Impacts of screen time on mental health and wellbeing
- Identifying and reporting online threats or bullying

Completion will be recorded in the student information system and required for middle school promotion.

V. Monitoring and Enforcement

Internet activity is actively monitored through content filtering systems and administrative supervision. Students are prohibited from bypassing or disabling safety measures. While
Dallas County Schools employ advanced filtering tools to restrict access to non-instructional content, including social media platforms, no system can guarantee complete restriction.
Students are expected to comply with all usage expectations, including refraining from accessing social media during instructional time unless explicitly authorized by a certified staff member. Violations of this policy will be addressed according to the DCS Code of Conduct.

VI. Staff and Community Involvement

The Internet Safety Policy will be reviewed annually with input from staff, families, school-based leadership, and IT administrators. Beginning June 1, 2026, DCS will administer anonymous staff surveys to assess implementation effectiveness and inform policy revisions.

VII. Communication and Accessibility

This policy will be shared annually with students, staff, and families through district communication channels. It will be posted on the DCS website and translated into multiple languages to ensure accessibility for all stakeholders.

Wireless Communications Device Use

I. Purpose

To foster a focused, safe, and equitable learning environment by limiting student use of wireless communication devices during instructional time, in accordance with the Alabama FOCUS Act (SB92).

II. Student Expectations

Students are expected to be fully engaged in learning during the school day without the distraction of personal wireless communication devices. To support a safe and focused learning environment, student use of these devices is prohibited during instructional time unless
specifically permitted under limited exceptions. This policy outlines when devices may be used, how they must be stored, and the shared responsibility for ensuring compliance.

1. **Prohibited Use**: Students may not use wireless communication devices during instructional time unless expressly authorized for instructional purposes by a certified staff member.This includes accessing applications or platforms not authorized for instructional use. Students are expected to refrain from accessing social media during instructional time unless explicitly directed to do so by a certified staff member for educational purposes.

2. Storage Requirement:

- Upon arrival, devices must be turned off and stored in a district-approved manner (e.g., backpack, locked pouch).
- Devices may not be kept in clothing or on the student's person.
- Devices must remain stored until the end of the instructional day unless otherwise directed by a certified staff member.

3. Permitted Use (Limited Exceptions):

- Documented medical needs (per Health Plan)
- IEP or Section 504 Plan accommodations
- Emergency situations as determined by school staff
- Direct instructional use approved by a teacher or administrator. Direct instructional use should be approved by the school principal and documented in the lesson plan prior to student utilization.

Emergency Situations and Schedule Changes

While personal wireless devices are restricted during instructional hours, Dallas County Schools recognize the necessity for timely communication in emergencies or unforeseen schedule changes.

- Parent/Guardian Communication: In situations requiring immediate contact, parents or guardians should reach out to the school's main office. School staff will ensure that messages are promptly delivered to students.

- Student-Initiated Contact: If a student needs to communicate with their parent or guardians during the school day, they should inform a teacher or school staff member. Designated school phones are available for student use in such circumstances.

- **School-Wide Emergencies:** In events like lockdowns or evacuations, the district will utilize established communication channels-including automated calls, texts, emails, and updates on official websites and social media platforms-to keep families informed.

These procedures ensure that essential communications occur without compromising the learning environment.

Students in Off-Campus Programs

Students who leave campus during the instructional day to participate in dual enrollment, career technical training, or work-based learning are expected to follow the wireless device policies of their off-site program or institution.

- Devices may be used during travel or off-campus instructional time **only if permitted by the partner institution or program supervisor.**

- Upon returning to campus, students must adhere to DCS storage and use guidelines, including storing the device appropriately and refraining from use during instructional time.

- School administrators will coordinate with program providers to ensure consistency in expectations and enforcement, where possible.

Consequences for Violations

Violations of the Wireless Communication Device Policy will be addressed in accordance with the Dallas County Schools Code of Student Conduct. Disciplinary actions will be based on the severity and frequency of the violation and may range from a warning or device confiscation to more serious consequences for repeated or disruptive behavior.

All violations will be categorized and handled using existing Class I, II, or Ill disciplinary guidelines, with consequences assigned at the discretion of the school administrator. These consequences may include parent notification, temporary loss of device privileges, suspension, or other actions as outlined in the Code of Conduct.

CORPORAL PUNISHMENT

The Board approves the use of corporal punishment, provided it is administered pursuant to this policy, and does not produce undue injury to the affected student.

The Principal of each school, and such professional employees as the Principal shall designate, in writing, to the Superintendent, shall be permitted to administer corporal punishment in District schools pursuant to this

policy. Corporal punishment shall be administered only as a last resort, after other corrective measures have failed.

If the Principal or his or her designee determines corporal punishment is due to be administered, the affected student shall be given an option to accept corporal punishment, or in lieu of accepting corporal punishment, the student shall be entitled to accept a three (3) day suspension from school. The parent or guardian of the affected student shall, after corporal punishment has been administered, be given prompt notice, and shall also be given the reason or reasons why corporal punishment was administered.

If the Principal or his or her designee determines corporal punishment is due to be administered, a professional employee shall serve as a witness. Promptly after the administration of corporal punishment, the person administering corporal punishment, and the witness, shall each reduce to a written form their report of the event. These reports shall be maintained by each school for a period of two (2) years.

A suitable instrument for the administration of corporal punishment shall be selected by each Principal. When making this selection, the Principal shall bear in mind that while corporal punishment is permitted, no undue injury is intended to be caused to students attending District schools. Under no circumstances shall corporal punishment involve the imposition of more than three (3) strikes, during any given day.

SEARCH & SEIZURE

All desks, lockers, and other equipment at District schools are owned by the Board. While these items of property may be assigned from time to particular students for their use, the Board reserves the right to enter and search the same whenever school officials have a reasonable belief that a substance or other material is contained therein which is illegal, harmful to the safety of the student or the student body, or which is or may be significantly disruptive to school discipline. The Board also reserves the right to make such periodic inspections and examinations of the property so as to insure the students are keeping the property in good condition and repair.

All items which are specifically prohibited by law, by Board policy, or which, in the judgment of school officials, are harmful to the safety of the student or the student body may be impounded by school officials. If property is impounded, the following procedure shall govern: (1) the student shall be given a receipt for the impounded item; (2) the parent or guardian of the student shall be given notice; (3) a record of the search shall be made by the Principal; and (4) the Principal shall give the Superintendent prompt notice.

If possible, students shall be contacted prior to a search of their desk or locker so that the desk or locker may be opened in the student's presence. A witness from the professional staff shall be present during all searches.

The Board authorizes teacher and administrative personnel who have a reasonable belief that a student is in possession of a weapon, illegal drug, or any other item harmful to the student or the student body to search the student. All searches shall be conducted by a professional employee, and shall be done privately by an employee of the same sex as the student to be searched. At least one professional witness, also of the same sex as the student shall present. If property is impounded, the following procedure shall govern: (1) the student shall be given a receipt for impounded item; (2) the parent or guardian of the student shall be given notice; (3) a record of the search shall be made by the Principal; and (4) the Principal shall give the Superintendent prompt notice.

POLICE INTERROGATIONS

A student shall not be interrogated by a law enforcement official on school property during regular school hours without the consent of the Principal. All interrogations shall be conducted in private, with an official school representative present. Every reasonable effort shall be made to have a parent or guardian present. However, the Principal may consent to an interrogation in the absence of the student's parent or guardian.

If possible, parents or guardians of affected students shall be contacted prior to a police interrogation. Parents or guardians shall be given notice of a police interrogation after the interrogation has concluded.

DRESS CODE

No student shall have the right to dress or appear at school or at school functions in a manner which disrupts the educational or instructional program. When the dress or appearance of an individual disrupts the educational or instructional program, or adversely affects school discipline, the Principal has the authority and obligation to take such disciplinary action as may be necessary to correct the particular problem.

Each school may adopt appropriate dress codes and present the same to the Superintendent for review and approval.

Good grooming and personal appearance are essential elements in the teaching and learning processes. Students shall therefore comply with the following minimum guidelines.

1. Students must be neatly dressed, clean, and well-groomed while at school.
2. Shoes or sandals must be worn.
3. Hair must be clean and well groomed, not in the eyes, and not of length dangerous around equipment.
4. Clothing and paraphernalia related to or associated with gang affiliation or activity is prohibited. Clothing with pictures, symbols, or writing conveying a general or personal message rather than a specific message on a public matter is prohibited.
5. With approval of the principal, activity sponsors may establish different rules for dress and grooming as a prerequisite for membership and participation in specific activities.
6. Hats, head wear, or head covering and sunglasses are prohibited.

STUDENT COMPLAINTS AND GRIEVANCES

Students have the right and responsibility to express school related concerns and grievances to teachers and school officials. A student with a grievance shall discuss the matter with his or her teacher. If the grievance remains resolved after the matter has been discussed with the teacher, the student may request a meeting with the principal. The meeting should be granted within three (3) working days. A faculty member of the student's choice or the student's parents or guardians may be present at the meeting. The term "grievance" shall apply to matters which fall within the discretionary powers of the Principal or teacher, but shall not apply to areas where the Principal or teacher has discretion to act.

It is expected that most grievances will be resolved satisfactorily by the teacher or the Principal. However, if the grievance has not been resolved, the student may pursue the grievance to the Superintendent, and then to the Board.

SCHOOL SAFETY

The Board does hereby establish a school safety and security committee. The committee shall be composed of but not limited to administrators, professional and support staff, student leaders, parents, law enforcement representatives, and community leaders. The committee shall be responsible for such activities as developing long-term strategies for deterring acts of violence, annually reviewing the school environment, discussing trends in violence at school, and in violence prevention, and addressing safety issues and other areas of crime, violence, or other disruptions specific to the District. After careful review and study of issues, the committee shall submit recommendations to the Superintendent for action.

Individual District schools are authorized to establish a local safety and security committee. Policies of the school level committee shall be based upon the system's policy. The Superintendent shall, annually, appoint members to the school safety and security committee. The Superintendent shall serve as the Chairman of the Committee.

SURVEILLANCE CAMERAS

In order to provide and maintain a safe and secure environment for students, staff, and authorized visitors, the Board may use surveillance equipment on property owned and/or maintained by the Board. Training shall be provided for authorized persons in the use, maintenance, and storage of equipment and tapes. District schools shall establish a system for maintenance and storage of equipment and tapes. Equipment and tapes shall be stored in secure places with access by authorized persons only. Information obtained through the use of surveillance equipment shall be used only for school disciplinary or law enforcement purposes.

METAL DETECTORS

In order to provide and maintain a safe and secure environment for students, staff, and authorized visitors, the Board may employ the use of metal detectors. Stationary and/or mobile metal detectors may be used. Training shall be provided for authorized persons on the use, maintenance, and storage of equipment and on laws and procedures for conducting searches. Particular circumstances may call for private, hand held metal detector searches. All metal detector searches shall be conducted by Board employees. Information obtained through the use of metal detectors shall be used only for school disciplinary or law enforcement purposes.

STUDENT ARRESTS

If a student is arrested and removed from school by law enforcement officials, school officials shall make every effort to inform the parents or guardians of the student's arrest. A student shall not be released to the custody of any person other than the parents or guardians of the student unless the student is arrested or the school official is presented with a lawful court order directing such release.

SMOKING

Smoking and other uses of tobacco is detrimental to health. Students, therefore, shall not be permitted to possess, smoke, or use tobacco products in any form while on school grounds or during school sponsored events. Sanctions against students who violate this policy may include verbal or written warning, suspension, or expulsion.

ALCOHOL/DRUG USE

Any student who violates the provisions of Section 16-1-10, 1975 Code of Alabama, will be automatically suspended, and may be expelled. Any student found in the possession of, under the influence of, or in the act of using marijuana, other drugs (stimulants, depressants, hallucinogens, opiates), or other controlled substances for which the student has no prescription from a licensed physician on school premises, or during any school function or school sponsored event shall be automatically suspended, and may be expelled.

Any student who has possession of, consumes, or is under the influence of alcohol on school premises, or during any school function or school sponsored event shall be automatically suspended, and may be expelled.

The Principal shall report any violation of this policy to the Dallas County Sheriff's Department or the Selma Police Department and shall cooperate with law enforcement officials in their investigation. The Principal shall make a prompt written report of any violation of this policy to the Superintendent. The Superintendent shall make a prompt written report of any violation of this policy to the Board. Provisions of this policy extend to any and all school sponsored and/or related trips or activities away from the school premises.

WEAPONS

Any student who has possession of a firearm, explosive, or other weapon shall be automatically suspended, and may be expelled. The Principal shall make a prompt written report of any violation of this policy to the Superintendent. The Superintendent shall make a prompt written report of any violation of this policy to the Board. The Principal shall also make a prompt report of any violation of this policy to the Dallas County Sheriff's Department and/or the Selma Police Department and shall cooperate with law enforcement officials in their investigation.

DEFINITIONS

- *FIREARM:* Any firearm (including a starter gun) which will, or is designed to, or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any other destructive device to include but not limited to pistols, rifles, shotguns, and air guns.
- *EXPLOSIVES:* Any type explosive except for those approved by the Principal to be used under teacher supervision as a part of an academic class.
- *OTHER WEAPONS*: knives; swords; box-blades; ice-picks; billy-clubs; metallic "brass" knuckles; tear gas guns; tear gas; chemical weapons; mace; and any other device, instrument, or object possessed with the intent to be armed.
- *POSSESSION:* Having on ones person while on Board property, or at a school sponsored event, on or off Board property, or having stored in coats, bags, purses, books, desks, lockers, pockets, cars, or vehicles or at other locations on Board property or at school sponsored events.

STUDENT SOCIAL EVENTS

All student social events sponsored by District schools shall be subject to the direction, supervision, and control of the Principal. All events shall be approved by the Principal and shall be held in accordance with such rules and regulations as may be developed by the Principal and the Superintendent. No student social event shall be sponsored by a District school unless adequate security measures are in effect for students and staff and such measures are approved by the Principal.

The Superintendent shall prepare such forms and issue or adopt such administrative procedures as may be necessary or required to implement this policy.

STUDENT TRANSPORTATION

BUS GUIDELINES

School transportation shall be operated by the Board in accordance with applicable law and such rules and regulations as may be issued by the State Board of Education.

- Students shall observe classroom conduct at all times when getting on, off, or riding school buses and shall be subject to all school rules and regulations.
- Students shall not talk to the bus driver while the bus is in motion.
- Students will board and leave the bus only at an approved stop. However, a student may exit the bus at a different stop if the student has written parental approval, and the approval of the Principal.
- Students shall not throw objects on or off the bus at any time.
- Students shall not place their arms or any part of their bodies out of the windows at any time.
- Students shall remain seated until the bus comes to a full stop.
- Profane, indecent, or abusive language will not be permitted.
- If a student damages the bus, the student is responsible for the damage.

If a student fails to comply with this policy, the student is subject to a wide range of punishment including, but not limited to suspension from school; suspension from riding the bus; and expulsion.

The bus driver has full authority over students while they are riding the bus, and the bus driver is expected to be firm but fair with each student. The bus driver shall promptly report any violations of this policy to the Principal.

AUTOMOBILE AND MOTORIZED VEHICLE USE BY STUDENTS

Students operating motorized vehicles on Board property shall do so in accordance with Alabama traffic laws and such rules and regulations as may be adopted by District school officials. The privilege to operate a private vehicle on Board property will be revoked if safety rules are violated. Students may be required to present evidence of an Alabama driver's license and proof of current liability insurance before they are authorized to bring a vehicle on school premises. The Superintendent shall prepare such forms and issue or adopt such administrative procedures as may be necessary or required to implement this policy.

STUDENTS LEAVING SCHOOL CAMPUS

A student is not permitted to leave the school campus during regular school hours except in accordance with the following:

1) A student's parent or guardian may come to the school in person and check his or her child out of school. A student may not be checked out of school by persons other than his or her parent or guardian or someone specifically designated by the student's parent or guardian.
2) A student may bring a written note signed by the student's parent or guardian and upon approval of the Principal; the student may be permitted to leave the school campus. All written parental requests shall remain on file in the Principal's office for the remainder of the school year.
3) In emergency situations, the Principal or his or her designee may permit a student to leave the school campus based upon a telephone request from the student's parent or guardian. In such instances, the Principal shall attempt to recontact the student's parent or guardian by telephone to confirm the request.

Any student violating this policy shall be subject to disciplinary action.

Student Human Immunodeficiency Virus (HIV) Policy

Dallas County School System shall strive to protect the health and safety of children and youth in our care, as well as their families, our employees, and the general public. Staff members shall cooperate with public health authorities to promote this goal. The presence of a person living with HIV infection or diagnosed with acquired immunodeficiency syndrome (AIDS) poses no significant risk to others in the school, daycare, or athletic settings when current guidelines are followed.

A. Students

A student with HIV infection has the same right to attend school and receive services as any other student, and will be subject to the same rules and policies. HIV infection shall not factor into decisions concerning class assignments, privileges or participation in any school sponsored activity.

School authorities shall determine the educational placement of a student known to be infected with HIV on a case-by-case basis by following established policies and procedures for students with chronic health problems or students with disabilities. Decision makers must consult with the student's physician, parent/guardian; respect the student's family privacy; and reassess the placement if there is a change in the student's need for accommodations or services. School staff members will always strive to maintain a respectful school climate and not allow physical or verbal harassment of any individual or group by another individual or group.

B. Privacy

Pupils are not required to disclose HIV infection status to anyone in the education system. HIV antibody testing is not required for any purpose. No information regarding a person's HIV status shall be divulged to any individual or organization without a court order or the informed written, signed, and dated consent of the person

with HIV infection; or the parent/guardian of a legal minor. The written consent shall specify the name of the recipient of the information and the purpose for disclosure.

All health records, notes, and other documents that reference a person's HIV status shall be kept lock and key. Access is limited to those named in written permission from the person, parent/guardian and to emergency medical personnel. Information regarding HIV status will not be added to a student's permanent educational or health record without written consent.

C. Related Services

Student's shall have access to voluntary, confidential, age and developmentally appropriate counseling about matters related to HIV infection through the assigned nurse to a particular school.

School administrators shall maintain a confidential linkage and referral mechanisms to facilitate voluntary student access to appropriate HIV counseling and testing programs, and to other HIV related services as needed.

Public information about resources in the community shall be kept available for voluntary student use.

D. HIV and Athletics

The privilege of participating in physical education classes, athletic programs, competitive sports, and recess is not conditional on a person's HIV status. School authorities will make reasonable accommodations to allow student's living with HIV infection to participate in school-sponsored physical activities. All employees must consistently adhere to infection control guidelines in locker rooms and all play and athletic settings. Rulebooks will reflect these guidelines. First aid kits must be on hand at every athletic event. All physical education teachers and athletic program staff will complete an approved first aid and injury prevention course that includes implementation of infection control guidelines. Student orientation about safety on the playing field will include guidelines for avoiding HIV infection.

E. HIV Prevention Education

The goals of HIV prevention education are to promote healthful living and discourage the behaviors that put people at risk of acquiring HIV. The educational program will:

- Be taught at every level, Kindergarten through grade twelve.
- Use methods demonstrated by sound research to be effective.
- Be consistent with community standards.
- Follow content guidelines prepared by the Center for Disease Control and Prevention (CDC).
- Be appropriate to a student's developmental levels, behaviors, and cultural background.
- Build knowledge and skills from year to year.
- Stress the benefits of abstinence from sexual activity, alcohol, and other drug use.
- Include accurate information on reducing risk of HIV infection.
- Address student's own concerns.
- Include means for evaluation.
- Be an integral part of a coordinated school health program.
- Be taught by well-prepared instructors with adequate support.
- Involve parents and families as partners in education.

Parents and guardians will have convenient opportunities to preview all HIV prevention curricula and materials. School staff members shall assist parents or guardians who ask for help in discussing HIV infection with their children. If a parent or guardian submits a written request to the principal that a child **not** participate in a specific prevention topic, and assures that the topic will be discussed at home or elsewhere, the child shall be excused without penalty. In classroom sessions, all materials and resources should be researched based on age and grade level appropriateness according to the Alabama Health Education course of study.

F. Staff Development

All school staff members will participate in a planned HIV education program that conveys factual and current information; provides guidance on infection control procedures; informs about current law and state, district, and school policies concerning HIV; assists staff to maintain productive parent and community relations. Certain employees will also receive additional specialized training as appropriate to their positions and responsibilities.

G. Infection Control

All employees are required to consistently follow infection control guidelines in all settings and at all times, including playgrounds and school buses. Schools will operate according to the standards put forth by the U.S. Occupational Health and Safety Administration for the prevention of blood borne infections. Equipment and supplies needed to apply the infection control guidelines will be maintained and kept reasonably accessible.

A school staff member is expected to alert the person responsible for health and safety issues of a student's health condition or behavior presents a reasonable risk of transmitting an infection.

Note: If a situation occurs at school in which a person might have been exposed to an infectious agent, such as an instance of blood-to-blood contact, school authorities shall counsel that person (or, if a minor, alert a parent or guardian) to seek appropriate medical evaluation. Infection Control guidelines should be posted in the school. (See attachment)

H. General Provisions

On an annual basis, school administrators will notify students, their family members, and school personnel about current policies concerning HIV infection, and provide convenient opportunities to discuss them. Parents/guardians will be required to sign documentation to acknowledge receipt of the policy or material.

HEAD LICE (PEDICULOSIS) "NO NIT" POLICY

The Dallas County School System has adopted a "no nit" Policy. A "no nit" policy requires: (1) removal of lice eggs (nits) after treatment and (2) exclusion of children until nits have been removed. Further, this policy was determined to be the best option for the Dallas County School System because it helps to: (1) encourage parents to screen their children at home; (2) eliminate diagnostic confusion; (3) prevent transmission and recurring infestation: (4) reduce the need for additional treatment. Effective control of pediculosis in the school setting enables students to remain in school and improves the potential for successful learning.

Pediculosis capitis, also called pediculosis or head lice, is a common problem for children and their families. The head louse is a wingless insect that lives on the human scalp and lays eggs (nits) in the hair. It cannot hop or fly, but crawls rapidly. Because the head louse is very difficult to see, it is usually diagnosed by the presence of nits. It is transmitted by personal physical contact or common use of combs, brushes, or headgear.

An enormous amount of time, energy, and money is involved in the treatment of pediculosis by schools and families. If children are not treated and/or their home and school environment are not properly cleaned, they will likely become infested again. Most children identified with pediculosis can be treated that day and return to school the following day. Usually no more than three days should be required for effective treatment.

The following guidelines will be used to implement a prevention and control program for effective control of pediculosis in the Dallas County School System:

1. The System Nurse will coordinate in-service training for teachers and other school personnel regarding proper screening, classroom prevention, and control techniques at the beginning of each school year and as needed throughout the year. In-service training will address, at a minimum, the following:

a. Confidentiality.
b. Identification of pediculosis and nits.
c. Respect for sensitivity of students and family regarding pediculosis.
d. Precautions regarding self-contamination and cross-contamination.
e. Treatment options.
f. Precautions and myths regarding treatment.
g. Resources for treatment.
h. Reassessment and readmission requirements.
i. Environmental safeguards for classrooms.
j. Importance of educating students about pediculosis.

2. All schools that have experienced pediculosis outbreaks during the school year will implement a consistent screening program. Outbreaks occur most often in young children, but can occur in any age group.
3. Notify the child's teachers, bus drivers, etc., as appropriate.
4. Students identified with pediculosis should be sent to the office or health room while respecting the student's confidentiality. Thus, bringing the student to the office or health room should be as inconspicuous as possible. Students with pediculosis should be separated from other students while waiting to go home. Extreme care and attention should be given to avoid embarrassment to any student, particularly if there is a delay in parents picking up the child. Again, the confidentiality of all children identified with pediculosis should be a major consideration.
5. Ask parents to come to the school to take the child home. This meeting provides an opportunity to talk with the parent about treatment procedures as well as to confirm the presence of infestation. Notification should be in a private setting to protect confidentiality.
    a. Provide parents with a letter stating that pediculosis was found and provide written and verbal instructions for treatment and home cleanup that address the three steps in the control of pediculosis.
        - Treating with a pediculicide product.
        - Removing the nits.
        - Cleaning the home/car environment.
    b. Teach parents how to screen for pediculosis.
    c. Advise parents to notify the parents of neighboring children or frequent visitors to their home or other activity sites (sports, gymnastics, etc.) of the possibility of pediculosis infestation.

Requirement for Re-admittance to School

The procedures to recheck and admit children sent home with pediculosis in the office or health room after they have been treated are as follows:

a. Rechecks should be done in a private setting and in the presence of the parent.
b. One or two teachers and/or school nurse should be permanently designated to recheck children before class, rather than be assigned hall or bus duty.
c. These teachers should be trained not only to recognize pediculosis infestation, but also to provide additional education to parents in a non-threatening manner, when children are not clear of pediculosis on recheck.
d. The student must have been treated with a pediculicide and be free of nits and lice before being readmitted to school. If only a few nits are present in the hair, the parent and/or teacher can remove the nits, discard in a plastic bag, and the child can return to class. Parents should be reminded that many of the pediculicide products require a second treatment. The teacher or nurse should encourage and answer any questions regarding the second treatment or home cleanup during the recheck visit.
e. No more than three consecutive absences should be considered excused due to pediculosis. After three consecutive days, absences should be considered unexcused.
f. A special **Return to Class Form** will be given to the student if their recheck shows no lice or nits. This form alerts the classroom teacher that the recheck was done and was clear.

Information Guide for Head Lice (Pediculosis) "No Nit" Policy

The purpose of this document is to provide basic information about head lice and to assist principals in enforcing the regulations for communicable disease control to insure uniformity in procedure system wide.

GUIDELINES:

1. What are head lice?
    - Head lice are tiny gray or brown insects about the size of a sesame seed that live in human hair and must feed on human blood to survive.
    - They lay tiny white oval eggs about the size of a knot in a thread called nits. The nits glue to each strand of hair close to the scalp.
    - Nits are most often found in the hair behind the ears and at the back of the head and neck.
2. How do you get head lice?
    - Occurs most often with elementary children.
    - Children get lice from other children through head to head contact,
    - sharing combs, hats, school lockers, or coats with a louse infested child.
    - You can't spread NITS….only LIVE LICE.
    - Head lice DO NOT spread disease.

Any child can get head lice. It doesn't matter where they live, or go to school.

3. How do you get rid of head lice?

If evidence of nits or lice is found, brothers and sisters should also be checked. Parents of those children found with lice are notified and asked to pick up their children and treat them. A letter stating that head lice were discovered should be given to the parent.

Parents may obtain non-prescription medication from their pharmacist or obtain a prescription from their family physician. FOLLOW DIRECTIONS ON THE PACKAGE COMPLETELY.

When evidence of head lice is found, all students in those classrooms shall be screened. If no additional cases are found, screening may be discontinued. However, if further cases are identified their contacts must also be screened.

Treat your home at the same time you treat your child.
Do the following:

- Soak combs and brushes in some of the lice shampoo for 1 hour; or in very hot water for 5-10 minutes.
- Wash sheets, blankets and other bedding in the hottest setting of water in the washing machine.
- Dry clean non washable items; or seal these items in a plastic bag for 1-2 weeks.
- Vacuum furniture, carpets and mattresses thoroughly.
- Treat hair for a second time after 7 days (or follow the manufacturer of the lice treatment's instructions) to make sure that you kill any lice that may have hatched from nits that might have been missed during the combing, before they lay eggs.
- THERE IS NO NEED TO CUT HAIR. THE SAME PROCEDURES WILL HAVE TO BE FOLLOWED.

Students who return to school without appropriate treatment will be sent home with a second letter of explanation. No more than 3 consecutive days absence should be considered excused when absence is due to head lice. After 3 consecutive days, absences should be considered unexcused.

- School nurses and each school principal should have a plan implemented to screen, prevent and control head lice.
- All teachers should be made aware of these guidelines.

Questions concerning the above listed guidelines should be addressed to the school nurse, principal and attendance officer.

DALLAS COUNTY SCHOOL SYSTEM
Parent and Family Engagement Policy/Plan
2021 - 2026
As required by section 116(a) (1) (2) (B) (C) (D) (i) (E)
Every Student Succeeds Act (ESSA)

GENERAL EXPECTATIONS

The Dallas County School System agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet their requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this LEA parental involvement policy/plan into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- (If and when funding level requires this part): The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than ninety-five percent of the one percent reserved goes directly to the schools.
- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- *That parents play an integral role in assisting their child's learning;*
- *That parents are encouraged to be actively involved in their child's education at school; as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- *The carrying out of other activities, such as those described in section 1118 of the ESEA.*

DISCRETIONARY LEA PARENTAL INVOLVEMENT POLICY/PLAN COMPONENTS

1. **Parents' Right to Know**

At the beginning of each school year, through dissemination of the Parent/Student Handbook the Dallas County School System shall notify the parents of each student attending any school receiving Title I, Part A funds that the parents may request, and the agency will provide the parents on request, and in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:

- *Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction*
- *Whether the teacher is teaching under emergency or other provisional status through which State qualifications or licensing criteria have been waived;*
- *The baccalaureate degree major of the teacher and other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree*
- *Whether the child is provided services by paraprofessionals and, if so, their qualifications.*

2. **Home-School Compacts**

- *All students in programs supported by Title I, Part A funds are required to complete a Home-School Compact each year.*
- *The Compact will be developed and revised by each school's Advisory Committee, consisting of the school administrator, teachers and parent, as necessary.*
- *The Compact consists of an agreement for the parents/guardians, the student, the teachers, and the principal. Parents should read the parent section carefully, and then sign the compact. Students should read the student section carefully and discuss its contents with their parents/guardians, then sign the compact. When completed, the Compact is to be returned to the child's teacher*.

3. **School Choice**

Before the first day of school or as soon as notification is received from the Alabama State Department of Education and can be practicably made available, parents will be notified by letter and via the LEA website if the school their school is identified for school improvement. "Supplemental Educational Services", thus increasing the amount to be budgeted for supplemental educational services to a total equal to both required amounts.

4. **Supplemental Educational Services**

The *Dallas County School System* will communicate to the principal(s) of school(s) in School Improvement Year 1 or beyond the requirement to offer access to supplemental educational services (SES) to all eligible students. The System will notify parents of eligible students at the beginning of the school year of the availability of supplemental educational services. The System will make funds available for supplemental educational services by reserving a portion of Title I, Part A allocation.

PART V. ADOPTION

This LEA Parental Involvement Policy/Plan has been developed jointly with and agreed upon by parents of children participating in Title I, Part A programs.

This Policy/Plan was adopted and/or approved by *the Dallas County School System* Board of Education, and will continually be in effect, with annual review until 2016. Revisions will occur as necessary for compliance. The school district will distribute this Policy/Plan to all parents of *the Dallas County School System* in abridged form in the annual school's handbook. This policy may be viewed in full on the system website (www.dallask12.org); and at the Central Office. Copies may be obtained upon request at the Central Office, or from the parent facilitator at the Resource Center.

2021 - 2026 ADMISSION POLICY

for English Language Learners (ELLs) , FOSTER CARE, HOMELESS, and MIGRANT STUDENTS

Pursuant to the requirements of "The Every Student Succeeds Act of 2015" as amended by Title IX of McKinney-Vento Homeless Assistance Act, all students in foster care, homeless students, migratory students, and English language learners must have equal access to the same free appropriate public education, including public preschool education, provided to other children and youth. This shall be the policy of the Dallas County School System. Such children will be provided the opportunity to meet the same challenging state content and state student performance standards to which all students are held without being stigmatized or isolated.

The enrollment of homeless, migrant, immigrant, students in foster care, and English learners shall not be denied or delayed due to any of the following barriers:

- Lack of birth certificate
- Lack of school records or transcripts
- Lack of immunization or health records
- Lack of proof of residency
- Lack of transportation
- Guardianship or custody requirements
- Social Security Number
- Unaccompanied youth; no guardians

The Dallas County School System will employ practices that increase the awareness of the McKinney-Vento Homeless Assistance Act: Homeless Education program. The district shall notify parents/guardians of homeless children and youth of available resources and assist them in accessing the resources.

The Dallas County School System shall conduct its annual evaluation of its Homeless Education program to determine the effectiveness of the program. The system will adjust practices and procedures as needed to improve the effectiveness of implementation and student achievement.

Enrollment Dispute

- If a dispute arises over school selection or enrollment in a school:
- The child or youth shall be immediately admitted to the school where enrollment is sought, pending dispute resolution.

- The local homeless liaison shall be informed immediately of the dispute.
- Disputes shall be resolved at the district level rather than the school level.
- The dispute resolution process shall be informal and accessible to all involved and carried out as expeditiously as possible.
- Parents, guardians, and unaccompanied youth shall be informed that they can provide written or oral documentation to support their position.
- Written notice of the discussion shall be as strict as possible, simply stated and provided in a language the parent, guardian, or unaccompanied youth call understand.
- Notice of the right to appeal to the State if the district-level resolution is unsatisfactory shall be given to the parents, guardian, or unaccompanied youth.

DEFINITION: Section 725(2) of the McKinney-Vento Act defines "homeless children and youths" as individuals who lack a fixed, regular, and adequate nighttime residence. The term includes:

- Children and youth who are: - sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to its "doubled-up"); - living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; - living in emergency or transitional shelters; or - abandoned in hospitals;
- Children and youth who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or wain stations, or similar settings; and
- Migratory children qualify as homeless because they live in the above mentioned circumstances. The McKinney-Vento Act no longer includes children and youths awaiting foster care placement in the definition of "homeless children and youth." For all non-covered" States, this change was reflective on December 10, 2016.

REGULATIONS REGARDING THE EDUCATION OF HOMELESS CHILDREN AND OTHER YOUTH.

ANTI-HARASSMENT POLICY

Section 1. Harassment, Violence, and Threats of Violence Prohibited

No student shall engage in or be subjected to harassment, violence, threats of violence, or intimidation by any other student that is based on any of the specific characteristics that have been identified by the board in this policy. Students who violate this policy will be subject to disciplinary sanction.

Section 2. Definitions

(a) The term **"Harassment"** as used in this policy means a continuous pattern of intentional behavior that takes place on school property, on a school bus, or at a school sponsored function including, but not limited to written, electronic, verbal, or physical acts that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic, if the characteristic falls into one of the categories of personal characteristics set forth in Section 3(b) below. To constitute harassment, a pattern of behavior may do any of the following:

- Place a student in reasonable fear of harm to his or her person or damage to his or her property;
- Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student;
- Have the effect of substantially disrupting or interfering with the orderly operation of the school;
- Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school sponsored function;
- Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student;

(b) The term **"violence"** as used in this policy means the infliction of physical force by a student with the intent to cause injury to another student or damage to the property of another student.
(c) The term **"threat of violence"** as used in this policy means an expression of intention to inflict injury or damage that is made by a student and directed to another student.
(d) The term **"intimidation"** as used in this policy means a threat or other action that is intended to cause fear or apprehension in a student, especially for the purpose of coercing or deterring the student from participating in or taking advantage of any school program, benefit, activity, or opportunity for which the student is or would be eligible.
(e) The term **"student"** as used in this policy means a student who is enrolled in the **Dallas County School System.**

Section 3. Description of Behavior Expected of Students

(a) Students are expected to treat other students with courtesy, respect, and dignity, and comply with the Dallas County School System Discipline Plan for Safe Schools. Students are expected and required to:

- Comply with the requirements of law, policy, regulations, and rules prohibiting harassment, violence, or intimidations;
- Refrain from inflicting or threatening to inflict violence, injury, or damage to the person or property of another student;
- Refrain from placing another student in fear of being subjected to violence, injury, or damage when such actions or threats are reasonably perceived as being motivated by any personal characteristic of the student that is identified in this policy.

(b) Violence, threats of violence, harassment, and intimidation are prohibited and will be subject to disciplinary consequences and sanctions if the perpetrator of such action is found to have based the prohibited action on one or more of the following personal characteristics of the victim of such conduct:

- The student's race
- The student's sex
- The student's religion
- The student's national origin or
- The student's disability

Section 4. Consequences for Violations

A series of graduated consequences for any violation of this policy will be those outlined in the Dallas County School System Discipline Plan for Safe Schools or any rule or standard adopted under the authority of this policy.

Section 5. Reporting, Investigation, and Complaint Resolution Procedures

(a) Complaints alleging violations of this policy must be made on Board approved complaint forms available at the principal and/or counselor's office. The complaint must be signed by the student alleging the violation or by the student's parent or legal guardian and delivered to the principal or the principal's designee either by mail or personal delivery. At the request of the complaining student or the student's

parent or legal guardian, incidental or minor violations of the policy may be presented and resolved informally.

(b) Upon receipt of the complaint, the principal or the principal's designee will, in their sole discretion, determine if the complaint alleges a serious violation of this policy. If the principal or the principal's designee determines that the complaint alleges a serious violation, the principal or the principal's designee will undertake an investigation of the complaint. The investigation will entail the gathering of relevant facts and evidence, and will be conducted in a reasonably prompt time period taking into account the circumstances of the complaint. If the investigation establishes a violation, appropriate disciplinary sanctions will be imposed on the offending student(s). Other measures that are reasonably calculated to prevent a recurrence of the violation(s) may also be imposed by the principal or the school system.

(c) Acts of reprisal or retaliation against any student who has reported a violation of this policy or sought relief provided by this policy are prohibited, and are themselves in violation of this policy. Any confirmed acts of reprisal or retaliation will be subject to disciplinary sanctions that may include any sanction, penalty, or consequence that is available to school officials under the Dallas County School System Discipline Plan for Safe Schools. A student who deliberately, recklessly, and falsely accuses another student of a violation of this policy will be subject to disciplinary sanctions as outlined in the Dallas County School System Discipline Plan for Safe Schools.

(d) The complaint form developed to report violations of this will include a provision for reporting a threat of suicide by a student. If a threat of suicide is reported, the principal or the principal's designee will inform the student's parent or guardian of the report.

Section 6. Promulgation of Policy and Related Procedures, Rules and Forms

This policy and any procedures, rules, and forms developed and approved to implement the policy will be published, disseminated, and made available to students, parents and legal guardians, and employees by such means and methods of the Dallas County School System Discipline Plan for Safe Schools and customarily used for such purposes, including publication on the Dallas County School System's Website.

Dallas County School System

Harassment Complaint Reporting Form

Name of Student: _____ Date: _____

School: _____

Person Filing Complaint: _____ Phone No.: _____

Relationship to Student: _____

Date of Alleged Incident: _____ Time: _____

Specific Location of Incident:

- ❑ School
- ❑ Other _____

Person(s) Involved in Incident:

_____

_____

Summary of Incident: _____

_____

_____

_____

_____

_____

_____

_____

_____

_____ _____ _____

Signature of Student and/or Signature of Parent or Guardian Date

This *completed form* must be delivered to the principal or the principal's designee either by mail or personal delivery.

Dallas County Schools Jamari Terrell Williams Student Bullying Prevention Act Policy

Section 1. Bullying, Intimidation, Violence, and Threats of Violence Prohibited.

No student shall engage in nor be subjected to bullying, violence, threats of violence, or intimidation by any other student that is based on any of the specific characteristics set forth in this policy. Students who violate

this policy will be subject to appropriate disciplinary sanctions as specified by the Discipline Plan for Safe Schools Handbook, subject to the investigating school administrator's authority and decision.

Section 2. Definitions.

(a) The term " bullying" means a continuous pattern of intentional behavior on or off of school property, on a school bus, or at a school-sponsored function including, but not limited to, cyberbullying or written, electronic, verbal, or physical actions that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic, if the characteristic falls into one of the categories such as student's race, sex, religion, national origin, sexual orientation, gender identity, disability. To constitute bullying, a pattern of behavior may do any of the following:

- Place a student in reasonable fear of harm to his or her person or damage to his or her property.
- Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.
- Have the effect of substantially disrupting or interfering with the orderly operation of the school.
- Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function.
- Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student.

(b) "Hostile environment" means the perception by an affected student that the conduct of another student constitutes a threat of violence or bullying and that the conduct is objectively severe or pervasive enough that a reasonable person, under the circumstances, would agree that the conduct constitutes bullying, threat of assault, or assault.
(c) "Violence" means the infliction of physical force by a student with the intent to cause injury to another student or damage to the property of another student.
(d) The term "threat" as used in this policy means a statement of an intention to inflict pain, injury, damage or other hostile action to cause fear of harm. The intention may be communicated through an electronic, written, verbal or physical act to cause fear, mental distress, or interference in the school environment. The intention may be expressly stated or implied and the person communicating the threat has the ability to carry out the threat.
(e) "Threat of violence" means an unjustified expression of intention to inflict injury or damage that is made by a student and directed to another student.
(f) "Intimidation" means an unjustified threat or other action that is intended to cause fear or apprehension in a student.
(g) "Student" as used in this policy means a student who is enrolled in the Dallas County School System.

Section 3. Description of Behavior Expected of Students.

(a) Students are expected to treat other students with courtesy, respect, and dignity and comply with the Discipline Plan for Safe Schools Handbook. Students are expected and required (1) to comply with the requirements of law, policy, regulation, and rules prohibiting bullying, violence, or intimidation; (2) to refrain from inflicting or threatening to inflict violence, injury, or damage to the person or property of another student; and (3) to refrain from placing another student in fear of being subjected to violence, injury, or damage when such actions or threats are reasonably perceived as being motivated by any personal characteristic of the student that is identified in this policy.

(b) Bullying, intimidation violence, or threats of violence are prohibited and will be subject to appropriate disciplinary consequences and/or sanctions if the perpetrator of such action is found to have based the prohibited action on one or more of the following personal characteristics of the students:

- Race
- Sex
- Religion

- National origin
- Sexual orientation
- Gender identity
- Disability

Section 4. Consequences for Violations.

A series of graduated consequences for any violation of this policy will be those outlined in the Discipline Plan for Safe Schools Handbook or any rule or standard adopted under authority of this policy.

Section 5. Reporting, Investigation. and Complaint Resolution Procedures.

(a) Complaints alleging violations of this policy may be made on a Board approved complaint form available in the Discipline Plan for Safe Schools Handbook, on the website or the school's office. Electronic submission will be available through Dallas County Schools' website. The complaint must be delivered to the principal or the principal's designee either by mail, electronic mail or personal delivery. Incidental or minor violations of the policy may be presented and resolved informally.

(b) Upon receipt of the complaint, the principal or the principal's designee will determine if the complaint alleges a serious violation of this policy. If the principal or the principal's designee determines that the complaint alleges a serious violation, the principal or the principal's designee will undertake a reasonably prompt investigation of the complaint. The investigation will entail the gathering of relevant facts and evidence taking into account the circumstances of the complaint. If the investigation establishes a violation, appropriate disciplinary sanctions will be imposed on the offending student(s). Other measures that are reasonably calculated to prevent a recurrence of the violation(s) may also be imposed by the principal or the school system.

(c) Acts of reprisal or retaliation against any student who has reported a violation of this policy or sought relief provided by this policy are prohibited, and are themselves a violation of this policy. Any confirmed acts of reprisal or retaliation will be subject to disciplinary sanctions that may include any sanction, penalty, or consequence that is available to school officials under the Discipline Plan for Safe Schools Handbook. A student who deliberately, recklessly, and falsely accuses another student of a violation of this policy will be subject to disciplinary sanctions as outlined in the Discipline Plan for Safe Schools Handbook.

(d) The complaint form developed to report violations of this policy will include a provision for reporting a threat of suicide by a student. If a threat of suicide is reported, the principal or the principal's designee will inform the student's parent or guardian of the report unless at the discretion of the school principal or the principal's designee the apparent cause of the threat of suicide is child abuse or other significant harm from a parent or guardian.

Section 6. Promulgation of Policy and Related Procedures. Rules. and Forms.

Dallas County School System

BULLYING COMPLAINT FORM

Jamari Terrell Williams Student Bullying Prevention Act #2018-472

It is required by ACT #2018-472 that this form be submitted by the affected student, or the parent or guardian of the affected student, and not by an education employee on behalf of an affected student or his or her parent or guardian.

The affected student, or the parent or guardian of the affected student, must submit this form to the school's Principal or his/her designee in person or by United States postal mail. The principal/designee is responsible for the investigation. Incomplete forms will not be considered for investigation.

Anonymous reports will not be the basis for imposing disciplinary action against a student. Reprisal or retaliation against any person who reports an act of intimidation, violence, threat of violence, or bullying, is prohibited and appropriate remedial action will be taken against a person who engages in such reprisal or retaliation.

Today's date _____/_____/_____ School: _____

PERSON REPORTING INCIDENT: ☐ Student ☐ Parent/Guardian

Name of alleged student victim: _____ Age: _____ Grade: _____

Name(s) of alleged offender(s), if known	Grade	School	Is he/she a student?	
			Yes	No

Name(s) of alleged witness(es), if known	Grade	School

Date(s) on which alleged incident(s) happened			Where did the alleged incident happen? (Check all that apply for each listed date.)						
Month	Day	Year	On school property but not via Internet	At a school-sponsored activity or event off school property	On a school bus	On the way to/from school property	Made off school property but not via Internet	Made via Internet – sent from school property	Made via Internet – sent from a location off school property

In what form did the alleged incident occur? (Choose all that apply.)

_____ Written whether hand-written or printed text
_____ Electronic
_____ Verbal
_____ Physical

Place a check next to the statement(s) that best describe(s) what happened. (Choose all that apply.)

_____ Any bullying, harassment, or intimidation that involves physical aggression
_____ Hitting, kicking, shoving, spitting, hair pulling, or throwing something
_____ Getting another person to hit or harm the student
_____ Teasing, name-calling, making critical remarks, or threatening, in person or by other means
_____ Demeaning and making the victim the object of jokes
_____ Making rude and/or threatening gestures
_____ Intimidating, bullying, extorting, or exploiting
_____ Spreading harmful rumors or gossip
_____ Cyberbullying (e. g., social media including Facebook, Twitter, Snapchat, Instagram, Kik, etc.)
_____ Sexual in nature
_____ Related to the student's perceived sexual orientation
_____ Excluding or rejecting the student
_____ Related to the student's disability
_____ Electronic or written communication (e. g. e-mail, text, sexting, etc.)
_____ Racial harassment
_____ Sexual harassment
_____ Other _____

Why do you believe that the bullying, harassment, or intimidation occurred? (Choose all that apply.)

_____ Because of race
_____ Because of ethnicity
_____ Because of color
_____ Because of ancestry
_____ Because of national origin
_____ Because of religion
_____ Because of immigration status
_____ Because of sex
_____ Because of gender
_____ Because of gender identify
_____ Because of gender expression
_____ Because of sexual orientation
_____ Because of family/parent/material status
_____ Because of poverty/socioeconomic status
_____ Because of language
_____ Because of physical disability
_____ Because of mental disability
_____ Because of age
_____ Just to be mean
_____ To impress others
_____ Because of unknown reason
_____ Because of another reason (specify below)

Describe the incident(s), including what the alleged offender(s) said or did. (Please print.)

_____

_____

_____

Did a physical injury result from this alleged incident?

_____ No

_____ Yes, but it did not require medical attention.

_____ Yes, and it required medical attention.

To your knowledge, has the alleged victim threatened suicide?

_____ No

_____ Yes (Check all that apply.)

- _____ In writing, whether hand-written or printed text
- _____ Electronic
- _____ Verbal
- _____ Physical

Is there any additional information that you would like to provide? (Please print.)

_____

_____

_____

(Attach a separate sheet if necessary.)

By signing below you agree that all of the information on this form is accurate and true to the best of your knowledge.

Printed name: _____ Signature: _____

Date: _____

Student Social Media Policy

Purpose

Dallas County School System (DCSS) recognizes that social media can be a powerful tool for enhancing learning and communication. The purpose of this policy is to address student use of social media.

Definitions

Social Media - Social Media is online user-created content designed in a collaborative environment where users share opinions, knowledge, and information with each other.

Tools include, but are not limited to:

- Blogs (Blogger, WordPress, etc.)
- Wikis (Wikispaces, PBworks, etc.)
- Social Networking sites (Facebook, Ning, MySpace, LinkedIn, etc.)
- Photo and Video Sharing sites (YouTube, Flickr, etc.)
- Social Bookmarking (Diigo, Delicious)
- Podcasting and Vodcasting
- Personal Websites

Electronic Communications - Electronic Communications is any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part.

Electronic Communication Tools include, but are not limited to:

- Texting /Chatting/Messaging
- Emailing
- Video/Picture messaging
- Social media (see above)
- Sexting
- Cyberbullying

Interruption to the student learning environment - An interruption to the student learning environment is any action that disrupts the daily course of education within a classroom, school, or facility owned by the DCSS. A Principal, DCSS Administrator, the DCSS Superintendent, or anyone deemed by the DCSS Superintendent may declare and define what is an interruption to the student learning environment on a case by case basis.

Expectations for Social Media Involvement

- Use social networks responsibly. Do not harass, bully, or falsify information concerning another student.
- Be aware that once something is posted to the Internet it is permanent.
- Use appropriate language, communication and digital images.
- Use behavior that is in compliance with the DCSS Code of Conduct.

Social Media Violations

- Engaging in social media platforms during unapproved times by the school administrator
- Social media post(s) published on/off campus that create a disruption to normal school day activities
- Any conduct that is published on social media platforms that are a violation of the DCSS Code of Conduct. Violations may include, but are not limited to:
    - Cyberbullying
    - Sexting
    - Obscene messaging

- Threats
- Drug sale, usage, and/or possession
- Gang activity and communications
- Cheating and plagiarism
- Forgery and falsification
- Propositions to Engage in Sexual Acts
- Blackmail and extortion
- Prejudice and hate crimes
- Unauthorized recording
- Unauthorized access of a another account(s)
- Failure to properly secure personal account(s)

Consequences

Consequences are outlined in the DCSS Code of Conduct.

TECHNOLOGY POLICIES for the DALLAS COUNTY SCHOOL SYSTEM

CONTENTS

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14. PICTURE OR MEDIA RIGHTS

1. AN OVERVIEW OF THE USE OF DALLAS COUNTY TECHNOLOGY

OVERVIEW

The Dallas County School System provides a wide variety of computer equipment for student and teacher use. When a user uses this equipment, he/she assumes the responsibility to avoid acts which may interfere with use of the information systems. The Dallas County School System has the right to place reasonable restrictions on the material that can be accessed or posted through the network system. Users are expected to follow the rules set forth by the System and Board Policies when using these network systems.

FILTERING

Internet filtering is utilized by the Dallas County Schools. The filter is used to block or filter Internet access to inappropriate material or material that is obscene or harmful to minors. The Principal or School Technology

Coordinator will know how to contact the Technology Department to block any sites that are deemed unacceptable for you or your students.

PASSWORDS

Users must not share log in or password information or attempt to access any program, data, or application that requires a log in and password that is not one's own.

VIRUSES

Users must not use or possess, on school property, a computer program capable of modifying or destroying other programs or data. Prohibited programs include but are not limited to "Virus," "Trojan Horse," and the like.

PROXY SERVERS

Users must not use or possess, on school property, a computer program designed to access, read, or modify the security system installed on the information networks of Dallas County Schools.

HACKING

- Users must not modify or attempt to modify any program or data other than their own.
- Users must not delete or attempt to delete any program or data other than their own.
- Users must not attempt to disrupt the networks through vandalism. Vandalism includes the destruction and/or theft of hardware, software, data, or files of another user.
- Malicious attempts to harm, modify, or destroy technology resources could result in suspension, expulsion, legal action, restitution, and prosecution by authorities.

COPYRIGHTS

Users must not attempt to copy, duplicate or in any way make unauthorized copies of copyrighted material.

PEER- TO PEER

Users must not use any peer- to- peer technology or attempt to load Peer- to peer applications or resources from peer- to peer technology on any computer in the Dallas County School System.

LIMITATION OF LIABILITY

The Dallas County School System makes no guarantee that the functions or the services provided by or through the District's Network System will be error-free or without defect. The Dallas County School System will not be responsible for any damage suffered by the user, including but not limited to, loss of data or interruptions of service. The Dallas County School System will not be responsible for any financial obligations arising from use of the network and/or system technology.

2. ACCEPTABLE USE POLICY and the CHILD INTERNET PROTECTION ACT

Each administrator and teacher must agree to follow the Acceptable Use Policy for technology. This policy can be found on the Dallas County Schools Web Page (http://www.dallask12.org/Content2/tech-forms) OR in the Student Handbook. Every student by virtue of receiving and signing the Student Handbook agrees to the terms of the Acceptable Use Policy. By signing the Student Handbook the parent or guardian's is indicating and guaranteeing consent and compliance to all tenets of the Acceptable Use Policy for the student. Students gain

access to the Internet by agreeing to conduct themselves in a considerate and responsible manner and by the signing of the Student Handbook by their parents or guardians. Teachers should make sure that only students that have signed Student Handbooks may use a networked computer. This is extremely important to insure that we are in compliance with the CHILDREN'S INTERNET PROTECTION ACT (Pub. L. 106-554).

In regards to the CHILDREN'S INTERNET PROTECTION ACT (Pub. L. 106-554), the Dallas County School System works hard to remain compliant through a best faith effort of formulating and enforcing a Superintendent Approved ACCEPTABLE USE POLICY which is updated and communicated yearly to the Principals, and printed in the Student Handbook, and listed on the Dallas County Website (http://www.dallask12.org/Content2/tech-forms). The Dallas County School also engages in Internet Filtering. This filter is used to block or filter Internet Access to inappropriate material or material that is obscene or harmful to minors. The Principal or School Technology Coordinator will know how to contact the Technology Department to block any sites that are deemed unacceptable for you or your students. The Dallas County School System lastly teaches through Common Sense Media a wide array of Digital Citizenship lessons for grades K through 12.

3. DATA USAGE AND GOVERNANCE POLICY

The Dallas County School System seeks to maintain compliance with the Family Educational Rights and Privacy Act (FERPA). All data collected, managed, stored, transmitted, used, reported, and destroyed by our system should be done so in a way to preserve and protect individual and collective privacy rights and ensure confidentiality and security of collected data.

Data Collection Process

The Dallas County School System's school and system student data is transmitted daily to the state's data management system from which state and federal reporting is completed. Each student is assigned a unique student identifier upon enrollment into the student management system to ensure compliance with the privacy rights of the student and his or her parents/guardians.

Data Security

Data collected by the School System is maintained within a secure infrastructure environment within the central office and within a remote location for backup. Access to data is limited to staff that are granted clearance related to their job responsibilities of federal reporting, state financial management, program assessment, and policy development. Employees are prohibited from emailing outside the school system or storing/saving on external storage devices or portable devices that do not remain on campus, electronic copies of student or staff personal information. This information includes, but is not limited to data containing social security numbers, information protected by FERPA, and any other sensitive and/or protected information. Violations of this agreement will be handled in a manner consistent with comparable situations requiring disciplinary and/or legal action.

Local School and School System Data Use Compliance

Local Schools are to adhere to this policy and are not to allow any third party companies access to system data without contacting the Superintendent and then, and only then with the Superintendent's approval permission might be given.

Third Party Data Use Assurances

The Dallas County School System reserves the right to provide one-way data feeds to approved service providers to carry out goals of the Dallas County School System. These data feeds are sub-sets of the data system limited by executed agreements or individual Memorandums of Use that meet all state and federal privacy laws and re-disclosure assurances set by the state. Any and all third parties must have the approval of the superintendent of the Dallas County School System.

4. EMAIL

Dallas County Schools provide access to email accounts for all employees. Use of Dallas County Schools' email accounts for harassing or threatening is strictly prohibited. Dallas County Schools' email accounts may not be used for political activity, personal gain, commercial purposes, or religious purposes. Dallas County Schools' email accounts may not be used for attempting to send or sending anonymous messages. Dallas County Schools' email accounts may not be used for sending mass emails unless to parent lists or for other educational purposes. Dallas County Schools' email accounts may not be used for posting or forwarding other user's personal communication without the author's consent unless to report or document an issue to an immediate supervisor. Because email is not always securely transmitted, discretion must be used when sending, or encouraging the receipt of email containing sensitive information about students, families, school system employees, or any individuals. There can be no assurance that email will be confidential and/or private.

5. STUDENT EMAIL

Dallas County Schools will allow students in grades 7 -12 a system issued student email account. Conduct regarding these accounts are included in the Student Handbook. These email accounts are necessary for lessons and or communication within the classroom and are not regular accounts owned by the students. These accounts may be suspended at any time and for any reason by the Superintendent or any person designated by the Superintendent. The student email accounts does not guarantee or present in any manner a vestige of privacy outside of the academic student record protected by FERPA.

6. STUDENT INFORMATION SYSTEM ACCESS

Access to the Dallas County School System STUDENT INFORMATION SYSTEM is forbidden by students and any other unauthorized personnel. Allowing others access to the SIS system will compromise student confidentiality. The superintendent will be notified if violations are found.

7. SCHOOL TECHNOLOGY COORDINATOR

Each school will have a person designated as the School Technology Coordinator. That person will serve as the contact between the Central Office Technology Staff and the school. The School Technology Coordinator will oversee the School Technology Committee. The committee should be made up of concerned teachers, an administrator and parents. The committee will be responsible for developing and implementing a School Technology Plan that aligns with the System and State Technology Plans.

The School Technology Coordinator will work with the Central Office Technology Staff to:

A. inform the Central Office Technology Staff of technology problems that need addressing (non-working computers, network problems, etc.)
B. oversee the development and implementation of the School Technology Plan and its alignment with the System Technology Plan.
C. seek and receive the necessary training to be a Technology Leader.
D. troubleshoot minor technology issues in the school.
E. carry out other assignments of the Central Office Technology Coordinator.

8. PROJECT INPUT

The Technology Department must be informed of any grants or programs that involve technology so that they could help in the planning stages to advise and help with any technical issues. The Technology Department reserves the right to only work on approved equipment that is purchased by the approved system vendors. (The approved list based on the Alabama Joint Purchasing Agreement for Technology) is posted on the Dallas County Schools Web Page (http://www.dallask12.org/Content/tech-purchases). Technicians are not responsible for working on personal computers, smart phones, tablets, etc.

9. SOCIAL MEDIA RECOMMENDATIONS

Social media can be a valuable tool for both personal and professional use. However, as with any tool, it must be used with skill and caution. Although social media specifically refers to Facebook or Twitter, the guidelines and cautions apply to all social networking venues. It is strongly recommended that teachers do not “friend” current students and/or students under 18 years of age. There may be exceptions, such as a relative, a friend's child, etc.; however, as a general rule, it is recommended that teachers do not “friend” students, and they assume personal responsibility if they choose to do so. Make sure that your postings could not be viewed as inappropriate, even though it may be posted privately, because anything posted online is not secure and could be accessed at any time by others. Remember, once something is posted on a social networking site, it may be available forever.

10. TECHNOLOGY PLAN

Principals should work with the School Technology Coordinator to make sure that objectives stated in the School’s Tech Plan are being targeted and monitored. At the end of the school year, the School Technology Coordinator will meet with the School Technology Team to update and evaluate the School Tech Plan. At the beginning of the school year the School Technology Coordinator will meet to update the System Technology Plan based on the School Plans.

11. WEB PAGE

The Dallas County School System’s website is a valuable tool for our system. The page can be viewed at www.dallask12.org. Included on our web page are many helpful resources, curriculum & lesson planning help, helpful classroom links and community information. Each school will have a School Website Administrator that maintains the school site and oversees the school site. Teachers will have their own pages within the site and teachers are encouraged to make use of this resource for their classes. All content contained on the web site is consistent with the education aims of the District.

12. DIGITAL CURRICULUM

Dallas County Schools does in some instances and grades utilize a Digital Curriculum. All users of Digital Curriculum are bound to the ACCEPTABLE USE POLICY. A student may be denied access to a device for violating the ACCEPTABLE USE POLICY. If this is the case. It is the student’s responsibility for getting and maintaining a paper copy of the material used in the classes in which a Digital Curriculum is used.

13. BRING YOUR OWN DEVICE POLICY

Student furnished devices are allowed at the School level and are a privilege. It is up to the individual school Principal to allow or disallow these devices. If the devices at a school are becoming a strain on the Data Bandwidth of the System as a whole, these devices may be removed from the network by the Tech Department.

All student furnished devices are subject to confiscation by the principal if the principal deems it necessary to promote a healthier learning environment. Dallas County Schools is not responsible for monitoring these devices. Dallas County Schools may monitor the impact these devices have individually or collectively on the network. Dallas County Schools are not responsible for data breaches or improper use of these devices. Users whether they be Students, Parents, Staff, or Visitors connect at their own risk.

14. PICTURE OR MEDIA RIGHTS

Dallas County Schools, unless presented with a request in writing, has the right to use images of current and former students to promote the Dallas County School District. These may be pictures of sporting events and or of the Learning Environment and/or of Educational Achievement. These pictures may be used in conjunction with the Dallas County Web Page, School Web Page, Social Media Accounts, Printed Banners, and or other Printed Materials.

Acceptable Use Policy

Purpose

Dallas County School System (DCSS) maintains a computer network and computer systems to provide the students, faculty and staff of DCSS with access to a host of resources, both at within the DCSS and on the Internet. The DCSS network is a private network owned by the DCSS and was established to support the school's educational mission and business operations.

Responsibilities:

As a student within the DCSS, you have access to the network and Internet. The network is viewed as an extension of the DCSS and all standards of behavior outlined in the Student Handbook also apply to your activities on the network. You are expected to use the network in a mature, ethical, and responsible manner. Personal use is allowed but DCSS reserves the right to limit your access. Access to the Dallas County School Network is a privilege and not a right.

Unacceptable Uses and Behavior

Activities that are considered violations of this acceptable use policy and school rules include:

Illegal Activities

- involvement in any activity prohibited by law
- intentional use of invasive software such as "viruses," "worms," "Trojan Horses" and other malicious software.
- interfering with the normal and proper operation of this network, the Internet or any other network. This includes: "hacking", "cracking", probing, attempting to gain access to network servers and equipment, utilizing excessive amounts of bandwidth, and setting up servers on the network of any type without permission.
- adversely affecting the ability of others to use equipment or services
- use of a camera or microphone in any school building or on campus is prohibited without direct permission by a teacher or another member of the community and all parties involved in the photo, video or recording. Students must use good judgment and the student agrees that the camera will not be used to take inappropriate, illicit or sexually explicit photographs or videos, nor will it be used to embarrass anyone in any way. Any use of a camera in a restroom or the locker room, regardless of intent, is strictly prohibited. Students may not engage in personal attacks, harass another person, or post private information about another person.

Plagiarism and Copyright Infringement

- transferring, utilizing or storing materials in violation of copyright laws or license agreements. This includes software, music files, images and text.
- plagiarizing work found on the Internet - all sources of work must be cited and credited

Security

- tampering with computers, printers, network devices and other equipment belonging to DCSS or other people.
- using the network for financial and/or personal gain or for political lobbying except as expressly allowed during a school activity

- attempting to logon to the network as the system administrator or gain access beyond your authorized access level.
- attempting to bypass security systems and software.
- sharing passwords or using someone else's password or attempting to discover another person's password.
- trespassing in another's folders, work or files or using another person's account.
- changing computer files that do not belong to you
- storing or transferring unnecessarily large files

Conduct

- conducting yourself in ways that are harmful or deliberately offensive to others
- creating, transferring or otherwise using any text, image, movie, or sound recording that contains pornography, profanity, obscenity, or language that offends or tends to degrade others
- sending or forwarding "chain" type letters, hate mail, anonymous messages, threatening messages, harassment, racial, sexist, and discriminatory remarks and other antisocial behaviors
- using profanity, vulgarities, obscenity or other language which tends to be offensive to or tends to degrade others
- viewing, storing or transferring obscene, sexually explicit or pornographic material
- posting or sending messages that
- are personal attacks, including prejudicial and discriminatory attacks.
- could cause damage or a danger of disruption.
- contain false or defamatory information about a person or organization.
- harassing another person. If you are told by a person to stop sending them messages - you must stop.
- posting personal contact information about yourself or other people. This includes your address, telephone number, school address, etc.

Disciplinary actions:

Violation of this Acceptable Use Policy is considered a violation of a school rule. Some behaviors are considered violations of a major school rule. Violations will result in one or more of the following disciplinary actions:

- verbal warning
- written warning
- restriction of access privileges
- removal from a class activity
- removal from a course
- confiscation of computer equipment
- student detention, restrictions, or work hours
- suspension or expulsion
- payment for damages due to your actions
- referral to legal authorities

Privacy & Free Speech

The DCSS Network is a private network owned by DCSS. The Network is maintained and managed by the system administrator in such a way as to insure its availability and reliability in performing its educational mission. Users have no reasonable expectation of privacy concerning any materials transferred over or stored

within the DCSS Network. The network is routinely monitored and maintenance is also performed on a regular basis.

Your right to Free Speech will be preserved as long as you do not violate the standards put forth in this policy, the DCSS Student Social Media Policy or the DCSS Student Handbook.

Limited Liability

DCSS makes no guarantee that the functions or the services provided by or through DCSS Network will be error-free or without defect. DCSS will not be responsible for any damage you may suffer, including but not limited to, loss of data or interruptions of service. DCSS is not responsible for the accuracy or quality of the information obtained through or stored on the system. DCSS will not be responsible for financial obligations arising through your use of the system. You are responsible for your activities.

Gifted Education in the Dallas County School System

Gifted students are those who perform at or who have demonstrated the potential to perform at high levels in academic or creative fields when compared to others of their age, experience, or environment. These students require services not ordinarily provided by the regular school program. Students possessing these abilities can be found in all populations, across all economic strata, and in all areas of human endeavor.

Teachers, counselors, administrators, parents or guardians, peers, self, or any other individuals with knowledge of the student's abilities may refer a student. Additionally, all second grade students will be observed as potential gifted referrals using a gifted behavior checklist.

For each student referred, information is gathered in the areas of Aptitude, Characteristics, and Performance. The information is entered on a matrix where points are assigned according to established criteria. The total number of points earned determines if the student qualifies for gifted services.

To make a referral, contact your child's teacher or the school counselor. For further information, call the Special Education Department at 419-2544.

Dallas County Mental Health Services

Dallas County School System employs a Mental Health Services Coordinator to work with students, families, teachers, and administrators to identify and address the social/emotional, mental health, and wellness needs of students through collaboration with school-based and community mental health professionals. The MHSC assists in the development and implementation of a Multi-Tier Support System (MTSS) and is instrumental in providing resources and training for Tier 1 prevention activities designed to increase academic achievement, improve social-emotional behavior, and decrease identified risk behaviors. The MHSC further assists in the identification of students who are at an increased risk for social-emotional, behavioral, or mental health problems. Identified students receive

evidence-based Tier 2 interventions under the guidance of the MHSC, who facilitates professional development and provides resources to school counselors and other individuals who will be responsible for Tier 2 strategy implementation. Students requiring Tier 3 interventions for more severe emotional and behavioral problems are referred to the MHSC for further assessment and counseling with community mental health agencies and partners.

- *ThriveWay Peer Helpers & P.A.T.H. SEL Curriculum*
    - Trained and certified peer helpers assist students with a variety of issues that impact learning, from attendance to bullying and much more.
    - *P.A.T.H.* (Prevention and Awareness for Total Health) is the K-12 social emotional learning program that serves as the companion to *ThriveWay Peer Helpers*. It addresses all of the state mandated safety concerns:
        - Jason Flatt Act (suicide prevention)
        - Jamari Terrell Williams Act (anti-bullying)
        - Erin's Law (mandatory reporting/sexual abuse training)
        - Annalyn's Law (low risk sexual offenders)
        - Substance abuse prevention
- *Parent Project/Loving Solutions* parent education classes designed to assist parents who are raising strong-willed or out-of-control children
    - *Parent Project* (ages 11-18)
    - *Loving Solutions* (ages 5-10)
- *Youth Mental Health First Aid* is a course that helps individuals who work closely with students to recognize the signs and symptoms of a mental health challenge and provide assistance until professional help arrives.
    - DCS has a three-year plan for certifying all certified and non-certified personnel who work with students.