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# Keith Middle-High School Student-Parent Handbook

## 2025 – 2026

**Mr. Tommy Tisdale, Principal**
**Mr. Marcus Turner, Assistant Principal**

Table of Contents

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| Table of Contents | 1-2 |
| Mission Statement, Vision, Beliefs, Motto | 3 |
| Dallas County School System 2024-2025 School Calendar | 4 |
| Discrimination Statement | 5 |
| Principal's Message | 6 |
| Assistant Principal's Message | 7 |
| Dallas County School System Administration | 8 |
| Alma Mater | 9 |
| School Hours; Attendance Requirements | 10 |
| Absences | 11-12 |
| Tardy Procedures | 13 |
| Students Leaving School Campus | 11 |
| Check Out Procedures | 12 |
| Bus Rules and Regulations | 13 |
| Cafeteria and Lunch Hour | 13 |
| Guidance and Counseling | 14 |
| Library | 15 |
| Uniform Policy "Do's and Don'ts" | 16-17 |
| Grading System | 18 |
| General Policies | 19 |
| Change of Address | 20 |
| Withdrawal from School | 20 |
| Fundraising | 20 |
| Parking | 20 |
| Telephone: Electronic Devices/Cell Phone Use | 20 |
| School Activities | 21 |
| Parent Conference | 21 |
| Medicine At School | 21 |
| Students' Personal Property | 22 |
| Classroom Rules | 22 |
| Code of Conduct | 22 |
| Discrimination Statement | 22 |
| Student Grievances | 23 |
| Policies for School Handbook | link |
| Parent and Family Engagement Policies | 32 |
| Admission Policy for Vulnerable Populations | 35 |
| Uniform Do's and Don'ts | 37 |

# Mission Statement

The mission of Keith Middle/ High School is to provide a solid educational foundation empowering and challenging our students to become lifelong learners with the ability to meet their maximum potential and to develop responsible citizens who are prepared to succeed in an ever-changing society.

## Our Vision

The vision of Keith High School is as a pillar of the community that helps empower and mold students to become productive citizens for the future.

## Beliefs

We believe:

- That every student can learn
- That parents, business, and communities are an integral part of education.
- That learning is a lifelong process
- That the use of technology is necessary in today's society

## School Motto

*"Keeping High Standards in Preparing for Tomorrow"*

Dallas County School System

## 2025-2026 School Calendar

*1st Term*

| | |
|---|---|
| School Starts | Wednesday, August 6, 2025 |
| Off (Labor Day) | Monday, September 1, 2025 |
| Off (Fall Break) | Thursday, October 9th - Monday, October 13, 2025 |

| | |
|---|---|
| Off (Veterans Day) | Tuesday, November 11, 2025 |
| Off (Thanksgiving Break) | Monday, November 24 – Friday, November 28, 2025 |
| Off (Christmas Break) | Monday, December 22, 2025 - Monday, January 5, 2026 |

*2nd Term*

| | |
|---|---|
| Students Return | Tuesday, January 6, 2026 |
| Off (MLK Day) | Monday, January 19, 2026 |
| Professional Development (No Students) | Monday, February 16, 2026 |
| Off (Spring Break) | Monday, March 16 – Friday, March 20, 2026 |
| Professional Development (No Students) | Friday, April 24, 2026 |
| High School Graduations | Monday, May 18 – Thursday, May 21, 2026 |
| Student's Last Day (Early Dismis | Thursday, May 21, 2026 |
| Teacher's Last Day | Friday, May 22, 2026 |



# DISCRIMINATION STATEMENT

**It is the policy of the Dallas County Board of Education and Keith Middle-High School not to discriminate in employment or educational activities on the basis of sex, race, handicap, religion, creed, national origin, or age. If you have any reason to believe that you may have been discriminated against, you may contact the following:**

**Mr. Anthony Sampson Superintendent, P. O. Box 1056, Selma, AL 36702, 334-876-4465; email: asampson@dallask12.org**

**Mrs. Felicia King-Thomas, Section 504 Coordinator, P. O. Box 1056, Selma, AL 36702,**

**876-4473; email:** [kingthomas@dallask12.org](mailto:kingthomas@dallask12.org)

# "Keeping High Standards

## In Preparing for a Productive Tomorrow"

Keith Middle-High School

1166 County Road 116Orrville, AL 36767

## Principal's Message

Dear Parents,

Entering my eighth year as principal at Keith Middle/High School (20th in Education), it is an honor to have the opportunity to serve such an outstanding community. It is my desire to work with you, your child, and the staff to continue to promote a strong sense of community in order to increase student achievement. Congratulations to parents, the community, and stakeholders—your overall commitment is a direct reflection of our academic improvement. **Keith Middle High School holds the highest letter grade in the common state report card era. (73C)**

I am originally from Salters, South Carolina, but started my educational career at The Phoenix Alternative School in Selma, AL as a Science teacher. During my Twenty years in education, I have worked as a science, health, and physical education teacher. I also served as an assistant principal and athletic director at Keith Middle/High School for the last five years prior to becoming principal. From the varied experiences throughout my career, I have learned that the best method to increase and maintain high student achievement is to promote the development of a strong school community where the principal, staff, and parents collaborate to best meet the needs of their students.

Keith Middle/High supports a wide array of exemplary academic, athletic, and social opportunities for all students. The mission of Keith Middle/High is to provide a solid educational foundation, empowering and challenging our students to become lifelong learners with the ability to meet their maximum potential and to develop responsible citizens who are prepared to succeed in an ever-changing society. Keith Middle/High offers a safe learning environment that promotes intellectual growth, health, creativity, and respect for self and others. We are proud of the accomplishments of our school and are excited to share our Keith Bear pride in the upcoming year.

I truly believe strong partnerships between parents and staff will lead to academic success for all students. Therefore, I invite you to visit our school and to actively participate in your child's education. This participation may come in a variety of forms including: joining the ACIP committee, working as a volunteer at the school, checking your child's homework and classwork daily through the STI parent portal, attending school-wide events, and communicating questions or concerns to me and the teachers.

Again, I am thrilled about being a member of this wonderful community, and it is an honor to be the Principal at Keith Middle/High School. Let's make this year even stronger!

Sincerely, Tommy J Tisdale Jr

## "Keeping High Standards

## In Preparing for a Productive Tomorrow"

**Keith Middle High School**

**1166 County Road 116**

**Orrville, AL 36767**

# Assistant Principal's Message

Dear Parents, Guardians, and Keith Middle High School Community,
It is with great pleasure that I welcome you and your family to another exciting school year. Serving with many dedicated, innovative, and caring staff members, parents and students is a privilege.

I'm fortunate to work together to ensure that our students experience success every day. I hope our school atmosphere is warm, and welcoming for everyone. I firmly believe that small schools work

and I am committed to being hands-on with every student. I will work diligently to obtain the common goal of Principal Tisdale, and I believe that the most successful schools are those with all stakeholders having the same common goal.

Attendance is a crucial part of success for our students. As a parent or guardian, you need to maintain an attitude that "Every Day Counts" for students to be in school and ready to learn each day. At Keith Middle High School, we will assist in helping parents and families understand the importance of instructional time and school attendance.

As Assistant Principal, I have enjoyed being back and I'm fully vested in this community. Should you have any questions or concerns, please do not hesitate to contact me. My door is always open to my Keith Middle High School Family and community.

Marcus Turner
Keith Middle-High School
Assistant Principal

## Dallas County School System
## 2024-2025
### *Board of Education*

**Mr. Leroy Miles-Chairman**
**Mrs. Melvin Flannagin Brown**
**Mr. William Minor**
**Mr. Mark Story**
**Mrs. Mamie Solomon**

### *Superintendent*
**Mr. Anthony Sampson**

**P.O. Box 1056**
**Selma, Alabama 36702-1056**
**www.dallask12.org**

# Keith Middle/High School

***Principal***

**Mr. Tommy Tisdale Jr**

***Assistant Principal***

**Mr. Marcus Turner**

**1166 County Road 115**
**Orrville, AL 36767**
**Phone Number: 334-996-8464**
**Fax: 334-996-0918**

## THE KEITH HIGH SCHOOL ALMA MATER

Keith High School our Alma Mater
Your true love we'll share
Sons and daughters of tomorrow
We'll remember thee.

**Chorus**

Cheer and Cheer again for Keith
Thee we'll never forget
Joy of Joyous moments sweet
When we chance to meet

Keith High, Oh Keith High
Through the years may pass
Young and old will come for guidance
That will always last

**THE KEITH HIGH SCHOOL FIGHT SONG**

Fight for the Keith Bears
Fight for all to see……
Fight for the Keith Bears
We are cheer-ing and faith-ful-ly…

Glo-ry and Hon-or…
Bring to you and me….
Fight for the Keith Bears
And go on the vic-to-ry

# School Hours

7:15 a.m. – 3:00 p.m.

*Late arrival requires a parent/guardian signature in office.*

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 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 that is not excused is unexcused. 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.

**Reminders:**

- The school day begins with the homeroom bell at 7:40 a.m. and ends at 3:10 p.m.
- Students should arrive on campus no earlier than 7:25 a.m. and should depart from campus no later than 3:15 p.m. Adult supervision will be provided during these hours.
- Any student having an after school activity should report to his/her faculty sponsor in the designated area immediately after school.
- All transportation plans for after school should be made before leaving home. Students will not be allowed to use the phone except for emergencies.

## ***Due Process/Student Grievances***

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

## ***Tardy Procedures***

- A student arriving at their 1st period class after 7:50 a.m. is tardy to school. He/She must report to the office and be signed in by his/her parent(s) to receive a pass before reporting to class.
- Students are expected to be in class **before** the tardy bell rings.
- Students who have four (4) tardies to class will be disciplined according to Dallas County's *Discipline Plan for Safe Schools*.

# ***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 must come to the school in person and check his/her child out of school. Students can only be checked in or out by parent/guardian or other individual as indicated in the *Information NOW* data system.
2. Notes and telephone calls will **NOT** be accepted except in

extenuating circumstances as determined by principal or designee.
3. The principal/designee has the responsibility of making a decision in the best interest of the student when emergency situations and unusual circumstances arise.

## Check-Out Procedures:

Student checkouts will result in an absence in the missed classes.

**STEP1:**
The student will secure a checkout slip from the office and have it signed by each teacher whose class he/she will miss.
**STEP 2:**
The student must return the completed checkout slip (with teacher signatures) to the main office before leaving campus.

## Reminders:

- Students who check in after 11:00 a.m. or who check out before 11:30 a.m. will be counted absent in the missed classes.
- Checking out of school during the school day for any reason will eliminate perfect attendance.
- Any student who has been present each school day without being tardy or checking out early has been perfect in attendance.

## ***Attendance Zones:***

Students attending Keith Middle/High School must reside within the Western Zone boundary of the Dallas County School System. "Families moving out of the zone where their child(ren) are registered in school are required to notify the principal's office immediately. Failure to do so could result in violation of Federal Court Order." Memo #20 (DCBOE 08/15/94).

DALLAS COUNTY SCHOOL SYSTEM
RESOURCE CENTER - TRANSPORTATION DEPARTMENT
5570 WATER AVENUE
SELMA AL 36701
334-872-6251

## BUS RULES and REGULATIONS

**(Dallas County Board of Education Policy – Pages 35-36 {09/06/02})**

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. School bus transportation is a privilege and will be withdrawn for inappropriate behavior. The bus driver is in complete charge of the bus and its occupants. Students may only ride the bus that they are assigned and registered on.



**TRANSPORTATION INFORMATION FOR PARENTS AND STUDENTS**

1. Transportation services are a privilege, not a right.

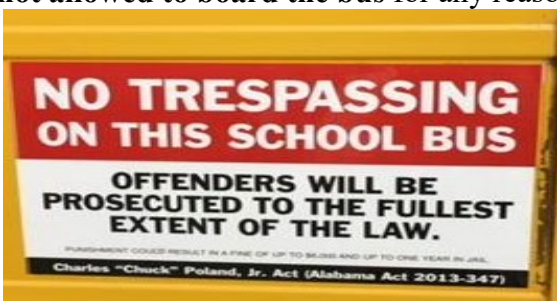
2. Students must arrive at the school bus stop at least **10 minutes before** the bus is scheduled to arrive.

3. Be aware that bus drivers are not required to wait on students if they are not at their designated bus stop.

4. Parents, guardians or responsible adults of Pre-K children **are required** to be at the bus stop when the child is picked up and/or dropped off.

5. Parents and students must **remain at least 10-15 feet away** from the roadway while waiting on the school bus.

6. Parents or guardians are **not allowed to board the bus** for any reason.




7. There will be no transportation provided for students wishing to go to another address for occasional visits, parties,extracurricular activities or other social events.

8. Only students living along a bus route will be assigned to the bus serving that route. Other students will not be allowed to ride unless written permission is obtained from the appropriate transportation personnel.

9. If a student misses the bus at their assigned stop, they should find other means of transportation to school on that occasion and never chase a bus down to another stop. This creates a very dangerous situation for the student which could result in serious injury. Chasing a bus down to board at another stop may result in a bus suspension.

10. All requests for a new/changed bus stop location must be made in writing to the school principal and then forwarded to the Transportation Department. The Transportation Department will make the final decision after conferring with the local school principal.

# CAFETERIA

## CAFETERIA AND LUNCH HOUR

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. (*Breaking the lunch line is subject to disciplinary action.*)
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.

8. Students will sit on the stools, not on tables.

9. All Students should remain seated unless in line.



## ***GUIDANCE AND COUNSELING***

Guidance services/procedures are available for every student in the school. These services include assistance with educational planning, interpretation of test scores, occupational information, career information, study helps, help with home and school problems and/or any questions the student may feel he/she would like to discuss with the counselor.

- The guidance counselor will serve middle and high school students daily.
- Small group and large group counseling sessions will be scheduled to occur throughout the school year.
- If additional assistance is needed, the counselor will provide students with individual sessions.
- All students must bring a hall pass to the counselor's office from their classroom teacher.
- Students can complete and submit a *Needs Request Form* by placing a note, letter, or the form in the counselor's box located on the outside of counselor's office.

### *Transcripts*

*Phone requests will no longer be accepted.*

- There is a $5.00 administrative fee per copy for all transcripts and graduation verification requests.
- All transcript requests will be processed within 72 hours after receipt of the request **and** fee.
- To comply with FERPA regulations (legal laws pertaining to confidential information), we **must** have a signature before we can process a request for transcript. This can be done using one of the

following ways:

1. www.needmytranscript.com

## *LIBRARY*

The library is available for student use. The library has many resources that can be used for class work, independent study, or pleasure. Students must assume all responsibility for books checked out. Fines are charged for overdue, damaged or lost books. Library privileges will be taken away if library obligations are not cleared.

- The middle school library is open on Tuesday from 8:00 a.m. to 2:30 p.m.
- The high school library is open on Monday, Wednesday, Thursday, and Friday from 8:00 a.m. to 2:30 p.m.
- Library schedule is subject to change in the event of teachers' scheduled use of library facilities. Prior notification will be given.

***Reminders:***

- All students must present a library pass upon entering the library.
- Books are to be checked out through the librarian.
- Fees for lost or damaged books must be paid in full. Library check-out privileges may be revoked if fees are unpaid. Parents will be notified.

# Student Dress and Appearance

*A standardized dress code of Dallas County Schools has been adopted to assure that all students are provided safe and appropriate educational opportunities which are free from unnecessary disruptions and/or outside influences and to instill in students the need to dress appropriately and have respect for each other and for authority.*

*The way a person dresses reflects the way he or she thinks. We want to prepare students for the world of work, and we believe that a neat, professional appearance is a good habit to develop in the childhood years. A well-groomed student should come to school with an attitude that prepares him or her for neat, conscientious work. His or her attire should give him or her respect for self, fellow students, and teachers. In addition, certain requirements are related to safety issued for all students.*

## STUDENT APPEARANCE AND DRESS CODE

Responsibility for the dress and appearance of students enrolled in at Keith High School  primarily rests with parents and the students. Some student apparel, however, may not be appropriate to wear to school even though that same apparel may be appropriate to wear in other settings. To assist parents and students in making appropriate fashion and grooming decisions for school, Keith High School has established the following minimal guidelines for the appearance and dress of students.

The standards of appearance for students shall ensure that the students are clean, neat, and properly dressed. They shall observe modes of dress and standards of personal grooming which are appropriate for the academic environment.

It is the responsibility of the faculty and staff  to see that the dress appearance of any student shall not be extreme, to the point of creating a disturbance, or be hazardous to the student and/or others, or school property, whether or not the specific case is covered by the information below. The principal or principal's designee has the final authority for interpreting whether a student's apparel/appearance conforms to the dress code.

**GENERAL DRESS CODE REQUIREMENTS**

- No slides, flip flops, crocs or house shoes (shoes must have a back or strap across the back)

- No spandex dresses or palazzo pants
- No off the shoulder shirts
- No pants with holes above the knee
- No leggings or tights
- No sagging
- No pajama or pajama style pants
- No basketball shorts
- No clothes with obscene or suggestive language
- No clothing encouraging or promoting the use of tobacco, drugs, alcohol or violence
- No hats, caps, or sunglasses should be worn in the buildings
- No head coverings or hair rollers
- No pants with writing across the rear
- No clothing associated with the discrimination on the basis of age, color, handicap, national origin, marital status, race, religion or sex.
- No clothing exposing the torso or upper thighs, such as see-through garments, mini-skirts or mini-dresses, halters, backless shirts or dresses, tube tops or tank tops without over-blouses or shirts, spaghetti strap garments without over-blouses, bare midriff outfits, or shirts or blouses tied at the midriff
- No clothing associated with gangs

## GRADING SYSTEM

Only students who receive grades of "A" or "B" in all subjects for grading

period are recognized on the Honor Roll. Two (2) unsatisfactory grades in Conduct will disqualify a student from the Honor Roll as well.

***Progress Reports (PR)***

Progress reports are sent home to parents four and one-half weeks into each grading period. PR will be distributed midway of each grading period.

***Report Cards (RC)***

Report cards will be distributed for **each** Nine Weeks Grading Period. RC are usually given out on the Thursday following the close of the grading period at PTO meeting. The final report cards will be mailed home.

**Grading Scale:**

| | |
|---|---|
| A | 90 – 100 |
| B | 80 – 89 |
| C | 70 – 79 |
| D | 60 – 69 |
| F | 59 or below |
| "I" | incomplete |

# GENERAL POLICIES

***Emergency Drills***:
Fire and Tornado drill plans are posted in each room. Students should study the plans and be familiar with them.

***Fire Drill Procedures:***
The signal for a Fire Drill is 3 short rings of the bell. Students will follow the following procedures:

- Quietly follow the "exit instructions".
- Walk quickly and safely in a single file.
- Refrain from talking.

The signal for returning to class will be the normal ringing of the bell.

***Tornado Drill Procedures:***
The signal for a Tornado Drill **and** Bomb Threat is 1 long ringing of the bell. Students and teachers should be familiar with the predetermined plan for each building.

The signal for returning to class will be the ringing of the bell.

***Lock-Down Procedures:***
The entire faculty, staff, and students will follow specific lock-down procedures if that level of threat arises. It is the mission and goal of the Dallas County Board of Education and Keith Middle/High School to maintain a safe and orderly environment.

***Textbooks:***
Textbooks are provided by the State of Alabama. Students and/or parents are required to pay for the loss or damage in excess of that which would result from the normal use of the issued textbooks. Students who owe for lost textbooks **will not** be issued new textbooks for that subject until the student has successfully paid in full for the damaged/lost textbook(s).

***Insurance:***
Each student is encouraged to purchase school insurance because of the nature of their involvement in physical education and extracurricular activities. Handouts/Brochures will be given to all students on the first day of school. Only students playing sports in grades 6-12 must provide signed evidence that they are covered by adequate health insurance if they choose not to purchase the school insurance.

***Change of Address:***
If, at any time during the school year, a student moves to a different address in the County, and/or a change in home telephone/cellular number(s), must be reported to the office.

***Withdrawal from School:***
All students should bring their parents when requesting withdrawal.

- Students must have an official withdrawal from and their immunization certificates when they leave school.
- Students are required to turn in all books and pay all fees/debts the last day in attendance at the school.

***Fundraising:***
The sale or distribution of any goods or materials on the school property by an individual or group is **prohibited,** unless prior permission has been obtained from the principal. Keith Middle High School's General funds receive 10% of all fundraising events.

***Parking:***
A student must bring their driver's license and a copy of their liability insurance to the main office. Students must comply with all standard Alabama driving regulations and the following:

- A speed limit of five (5) mph will apply on school grounds.
- Loitering in parked cars and/or in parking areas is prohibited.
- Cars are subject to search by the administration and/or Sheriff's Department at any time. Contraband (drugs, weapons, alcohol, etc.) is prohibited.
- Students may not park anywhere on campus other than in the Student Parking area. Students **may not** park in the adjacent church's parking lot.
- Students **will not** be permitted to go to their vehicles during the school day. Cars are not to be used as lockers. In the event of any emergency, see an administrator.
- Obtain a Parking permit $20.00 per semester $40 per year

***Telephone:***
School phones can only be used by students in case of emergency. Students will not be called to the phone, nor will messages be delivered unless deemed an emergency.

***Electronic Devices/Cell Phone Use:***

K - 8 CELL PHONE POLICY:

All cell phones and cellular devices will be secured and stored in a district approved security container throughout the instructional school day. Failure to follow this policy will result in the following sanctions. (see below)

HIGH SCHOOL CELL PHONE POLICY:

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Cell phones/electronic devices must be turned OFF before the student enters any classroom, library, locker room, lab, and/or gym. Students may power their phones on with requests from the teacher or administrator.

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 may confiscate the device.

Refusal to surrender the phone when asked is considered defiance. Defiance will result in disciplinary consequences, including suspension. Parents will be contacted.

Students will not record still/moving images or voices of students or the teacher without permission from the teacher.

Students will not post or transmit recordings of still or moving images or voice recordings of students or teachers without permission.

Cellular devices are not permitted during assessments.

Students will adhere to internet usage policy with online resources.

Cell phones/electronic devices may be used before/after classes as well as in the lunchroom. (No voice calls at any time.)

First Offense:

Parent Conference and in school disciplinary action.

Second Offense:

The device will be held in the Administration office until the end of the school day. In
School Suspension (1-5)
Third Offense:
The device will be held in the Administration office until the end of the school day. In
School Suspension (1-5)
Fourth Offense:
Out of school suspension (1 - 5 days)
*The DCSS district nor schools are responsible for any damages, lost or stolen electronic
device(s).

## ***School Activities:***

Only Keith Middle/High students may attend school activities unless the event is open to the general public.

A minimum of one (1) faculty representative must be present throughout the event. To be admitted, each student must be appropriately dressed for the occasion. The faculty representative will interpret appropriateness.

No person will be allowed to leave the area of activity and return. There shall be one (1) chaperone for every 10-15 students. (The number may vary depending on the nature of the event.) Two (2) uniformed Security Officers will be required at the expense of the sponsoring organization.

## ***Parent Conference:***

Parents are invited and encouraged to visit the school; however, visits during the school day should be cleared and approved through the Principal's Office. Parent-teacher conferences are most important in improving the learning atmosphere. Conferences may:

- Be requested by the student, parent, and/or teacher,
- Be held with the principal during the school day,
- Be scheduled with the teacher during their assigned conference period, before or after school, and cleared in advance through the Principal's Office.

## ***Supplies:***

General supplies (paper, pencils, pens, and/or erasers) are available at school for the convenience of students. Purchases may be made at the beginning of the school day or during the lunch hour from the library or office.

***Medicine at School:***

All students who must take medication during the school day must also leave the medication in the Main Office. **No** medication will be issued to students unless it is prescription medication. According to State Law, all medication must be in the original container. Parents must also sign the appropriate forms for medication to be dispensed at school. Trained Medication Assistants and the school nurse are the only authorized personnel to dispense medication.

***STUDENTS' PERSONAL PROPERTY***

***Keith Middle-High School will not be held responsible for any lost, damaged or stolen personal items. Items such as cellular devices are brought at students own risk!***

**CLASSROOM RULES**

To develop consistency and cohesiveness, all teachers will implement the same classroom rules this year:

- ✓ **No use of profanity** will be allowed.
- ✓ **No disrespect** of teachers and classmates permitted.
- ✓ **No student should be without supplies** (be prepared for class by tardy bell).
- ✓ **No passes out** of class for the first 30 minutes (emergency only).
- ✓ **No student will be dismissed from class until the teacher dismisses** the class (The bell doesn't dismiss you.)

The Board hereby adopts the following code of conduct. Students are cautioned, however, that the following policy has previously been adopted by the Board, and will be enforced by the Board.

**STUDENT CODE OF CONDUCT**

Students, while on Board property or during school sponsored events are expected to comply fully with the laws of the State of Alabama. If a student, while on Board property, or during school sponsored events, shall violate any law or statute, the violation of which may subject the student to imprisonment, fine, or penalty, such violation shall subject the student to a wide range of sanctions including, but not limited to verbal or written warning, suspension, or expulsion. The question or issue of whether or not a student has violated any law of this State shall be determined by the Board.

## 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 individual District schools.

- To be provided with makeup assignments for excused, or unexcused absences were missed worked is allowed to 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)** Certain 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)(lll}, (V) Procedures for reporting the use of restraint and the documentation described in paragraph ( 2.)(vii)(lll} 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)(lll) (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.

**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 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 1116 of the Every Student Succeeds Act (ESSA). Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1116, the school district will work with its schools to ensure that the required school-level parent engagement policy/plan meets the requirements of section 1116(c) (4) of the ESSA, and each includes, as a component, a school-parent compact consistent with section 1116(d) (2) (D) of ESSA.
- The school district will incorporate this district-wide Parent and Family Engagement Policy/Plan into its district plan developed under section 1116(a)(1)(2)(B)(C)(D)(E) of the ESSA.
- In carrying out the Title I Part A parent and family engagement requirements, to the extent practicable, the Dallas County School System and its schools will provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports required under section 1116 of the ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents can understand.
- If the LEA plan for Title I, Part A, developed under section 1116 of ESSA, 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 parent and family engagement is spent and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. The remaining ten percent of the one percent shall be used for district initiatives.

The Dallas County School System will be governed by the following statutory definition of parent and family engagement and expects Title I schools will carry out programs, activities, and procedures under this definition:

- The school district will be governed by the following definition of parental engagement and expects that its Title 1 schools will carry out programs, activities, and procedures following this definition: Parent and Family Engagement means the participation of parents or guardian in regular, two-way, and meaningful communication involving student academic learning and other school activities, including *ensuring-*

*(A) That parents or guardians play an integral role in assisting their child's learning;*
*(B) That parents or guardians are encouraged to be actively involved in their child's education at school;*
*(C) That parents or guardians are full partners in their child's education and are included, as appropriate, in*
*decision-making and on advisory Committees to assist in the education of their child;*
*(D) The carrying out of other activities, such as those described in section 1116 of ESSA.*

**PARENT AND FAMILY ENGAGEMENT REQUIRED COMPONENTS**

1. The Dallas County School System will take the following actions to involve parents in the joint development of its LEAS parental involvement policy/plan under section 1116(a) (3) (A) (C) (D) (i-IV)

- Invite parents to serve on the LEA Advisory Committee, composed of parents, teachers, students, and administrators will meet bi-annually for up-dates on Title I funds and expenditures,

- Establish a Parent Contact Leader Team composed of parents from each school site that will meet biannually to review, discuss and revise, if necessary, the Parent and Family Engagement Policy/Plan. The parent facilitators will train this team on the Parent, and Family Engagement Requirements Compliance Section 1116 "Every Student Succeeds Act (ESSA)"
- Conduct an annual evaluation of the content and effectiveness of the parent and family engagement policy/plan in improving the academic quality of Title I schools, including identifying barriers to greater participation by parents in authorized activities and use the finding to design more effective strategies and revise the policy/plan

2. The Dallas County School System will take the following actions to involve parents in the process of school review and to implement "evidence-based' strategies under section 1116 (a) (2XE) of the ESSA:

- Each school will notify parents of the date of the Annual Title I meeting and invite parents to attend.
- Parents will be made aware that school's policy/plan is being evaluated and given the opportunity for input by completing a parent and family engagement survey on which they may make comments or submit written comments to teacher, administrator, parent facilitators, or the federal program director.
- Schools implement "evidence-based" curricular
- Parents or guardians will be encouraged to serve on each school's Continuous Improvement Plan (CIP) Committee
- Notification will be provided to parents or guardians through flyers, school's newsletters, monthly calendars, marque, telephone calling system, and the LEA's website (www.dallask 12 org)

3. The Dallas County School System will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve students' academic achievement and school performance under section 1116 (d)(e)(2)(D):

- The Local Education Agency has parent facilitators that work with each Title I school's administrators and parent and family engagement chairperson, and parents or guardians to develop parent and family engagement activities that meet the needs of the Title I parents or guardians such as:
    - A. *school-parent compacts*
    - *B. parent or guardian computer training*
    - *C. implement / "CARE" positive parenting/character education/mentoring program*
    - *D. parents or guardians volunteer program*
    - *E. bi-annual parenting meetings*
    - *F.* fatherhood initiative.
- The schools will hold meetings annual with the assistance of the Local Education Agency that will focus on understanding the interpreting standardized test data.

4. The Dallas County School System will coordinate and integrate parent and family engagement strategies in Title I Part A with parent and family engagement strategies under the following other programs: Head Start, HIPPY, (Home Instruction Program for Parents of Preschool Youngster) LEA's Pre-K Program, Extended Day Program, Community and Faith Based Organizations, under section 1116 (a)(2)(C) by:

- offering parents of preschool youngster an opportunity to participate in an early learning programs: HIPPY and LEA's Pre-K Program
- providing transition opportunities with Head Start Agency for children who will be attending schools within the system
- partnering with a community-faith based after-school tutoring program
- implementing the "I CARE" Character Education/ Mentoring/ Community Partnership Program.

**REQUIRED BUILDING CAPACITY FOR PARENT and FAMILY ENGAGEMENT**

1. The Dallas County School System will build the schools' and parents' capacity for strong

parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve students' academic achievement, through the following activities specifically described below under session 1116(e)(2)(4)():

A. The school system will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement such as literacy training, volunteering, using technology as appropriate, and other reasonable support to foster parental engagement by:
    a. *training parents to enhance the involvement of other parents (LEA Parent Contact Team)*
    b. *parent-teachers conference*
    c. *bi-annual parenting meetings*
    d. *Statewide parents' visitation held in October of each year*
    e. *"I CARE" Parenting/Character Education /Mentoring Program*
    f. *Weekly computer training.*
    g. *Promote an OPEN DOOR POLICY in the schools*
    h. *Encourage each Title / school to establish a Parent Resource Room*

**ADOPTION**

This Parent and Family Engagement 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 2020. 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.dallask 12.org); and at the Central Office. A copy may be obtained upon request at the central office, schools, or from the parent facilitator at the Resource Center.

**First Reading: _6/24/2021_____**

**School Board Approved:__8/26/2021**

# 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 in which enrollment is sought, pending resolution of the dispute.
- Local homeless liaison shall be informed immediately of the dispute.
- Dispute 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 carry 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 not

satisfactory 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 who qualify as homeless because they are living in circumstances described above. The McKinney-Vento Act no longer includes children and youths who are awaiting foster care placement in the definition of "homeless children and youth." For all non-covered" States, this change is reflective on December 10, 2016.

**REGULATIONS REGARDING THE EDUCATION OF HOMELESS CHILDREN AND OTHER YOUTH.**

**First Reading: 6/24/2021**

**School Board Approved: 8/26/2021**

**Dallas County Safe Schools Hand Book, please click the link below**

**2024/2025 Discipline for Safe Schools Handbook**

My child, _____, and I have read and reviewed all contents of this student handbook. I will assure that my child adheres to all policies and procedures while my child/children are enrolled at Keith Middle/High School.

| | |
|---|---|
| _____ | _____ |
| Parent Signature | Date |
| _____ | _____ |
| Student Signature | Date |



# GO BEARS!