

Salem Elementary School

2026-2027

Student Handbook

Connect



Build

Achieve

*Chinita Irby, Principal
Salem Elementary School
3486 County Road 3
Orrville, AL 36767
(334) 996-8636*



Dear Students and Parents:

The faculty and staff at Salem Elementary School welcome you and your family to the 2026-2027 school year. We are committed to doing all we can to make this school year a successful experience for every student. We firmly believe that a home/school partnership is necessary for the success of all students. Learning is not an easy process! It involves sharing ideas, making mistakes, and attempting new experiences. Learning involves consistent work by everyone- the teacher, the parent, the principal, but most importantly the student.

Research and experience shows us that a parent's/guardian's involvement in a child's education is directly related to his/her success in school. To maximize your child's success, emphasize the importance of education through the following:

- Ensure that your child is at school on time each day-Attendance Matters!
- Attend parent/teacher conferences and school events.
- Monitor your child's homework daily.
- Expect and support positive behavior at school.
- Read with your child for approximately 30 minutes daily.

This handbook has been prepared to tell you about our school and the process we expect our students and parents to follow.

Take time to read this book carefully and go over it with your child and sign and return the Handbook. Acknowledgement form found at the back of the handbook.

If you have questions or concerns that need to be addressed you may reach me at (334) 996-8636 or cirby@dallask12.org. Thank you for the support you provide to your child and to Salem Elementary School. We are here to serve you and your family in this most important work.

Educationally yours,

Chinita Y. Irby, Principal

VISION STATEMENT

All students learning to their fullest potential while building a community of lifelong learners.

MISSION STATEMENT

To create an environment where every child is motivated, challenged, and supported to achieve academic excellence.

BELIEFS

We believe:

1. Every student has the ability to learn;
2. Every student deserves a variety of learning experiences;
3. The educational process of our students is a shared responsibility of all stakeholders- teachers, parents, students, and community.

MISSION OF THE DALLAS COUNTY SCHOOL SYSTEM

The mission of the Dallas County Schools is to empower our students to become self-sufficient, competent, and productive citizens of society. This will be achieved by engaging students in an innovative, creative, and realistic curriculum delivered by a highly qualified staff.

BELIEFS OF THE DALLAS COUNTY SCHOOL SYSTEM

Every student can learn and succeed.

Every individual deserves to be treated with respect.

Every individual has the right to a friendly, safe, orderly, and organized atmosphere that's conducive to learning.

The educational process of our students is a shared responsibility of staff, parents, students, and community.

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 either of the following:

Mrs. Tanya Miles, Section 504 Coordinator, PO Box 1056, Selma, AL
36702, 334-876-4473- email: milests@dallask12.org

ADMISSION

Kindergarten students must be 5 years old on or before September 1st. First grade students must be 6 years old on or before September 1st.

IMMUNIZATIONS

Alabama State Law requires all students enrolled in an Alabama school to have a certificate of immunization (Blue Card). This form may be obtained at the County Health Department or at the child's personal physician's office.

BIRTH CERTIFICATE AND SOCIAL SECURITY CARD

Alabama State Law requires all students enrolled in grades K-12 to have a copy of their certified birth certificate and social security card on file in their permanent records.

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 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. Adopted 9/1/99

TARDINESS

Any student arriving after 7:45 is tardy and must be signed in at the main office by a parent or guardian. Our school work day begins at 8:00 and students must be here on time or they are missing important lessons. Students who arrive at school after 11:30 a.m. or check out before 11:30 a.m. will be considered absent for the day.

CHECK-OUT POLICY

Students are not permitted to leave school for any reason without permission from the office. 1. If it becomes necessary for a designated adult to check a student out, that person must have a note signed by the parent or guardian and it will be verified over the phone by a school official before the student leaves the premises. The principal has the final responsibility of making a decision whether or not to release a child. 2. Parents will be required to sign students out through the office and state a reason for the checkout which will be given to the child's homeroom teacher. 3. The reason for checking out will determine if the student is excused or unexcused. If parents refuse to state the reason, then the child is unexcused for that period of time. 4. Students who arrive at school after 11:30 a.m. or check out before 11:30 a.m. will be considered absent for the day. 5. Students will not be allowed to check out after 2:30 p.m., unless permission is granted by the principal. 6. No checkouts from field trips, unless prior permission is obtained from the principal. ***Please note: Checking out of school during the school day for any reason will eliminate an otherwise perfect attendance. (Memorandum #49, Dallas County Board of Education dated 8/15/94). No transportation changes will be made over the phone. All changes must be requested in writing before 2 p.m.***

SCHOOL VISITATION

Parents are encouraged to visit the school frequently and to actively participate in the education of their child. However, we do ask that you plan to visit after our protected reading and math times. Please schedule conferences before school, after school, or during teacher prep times.

For the protection of our students, **ALL VISITORS ARE TO SIGN IN WITH THE OFFICE AND RECEIVE A VISITOR'S PASS.** Do not go directly to the classroom. If you need to give something to your child, go to the office first. Interrupting the class hampers instruction time.

Also, please sign the "Guest Book" outside the classroom. This is part of our Parental Involvement requirement.

Students from other schools are not permitted to visit class with your child. This may be allowed on special occasions, however, the child must be accompanied by an adult, and it must be cleared with the office in advance.

VOLUNTEERS

1. Parent volunteers are very beneficial to our educational program and we appreciate all efforts to help our school.
2. Regular volunteers may assist with small groups, conduct art and craft projects, contribute to parties and field trips, and help in countless ways.
3. According to county policy, all regular volunteers who work with children must be fingerprinted. This policy is not intended to deter volunteers but to insure safety for our students.
4. Please inform the teacher at the beginning of the year if you would like to volunteer so that she can arrange a workable schedule and you can fulfill the necessary requirements.
5. Please, however, do not plan to bring small children into the classroom.

PROMOTION STANDARDS

Promotion standards have been set by the Dallas County Board of Education for the entire school system. Information about these policies will be sent home.

PROGRESS REPORTS AND REPORT CARDS

Mid-grading period progress reports will be sent home after the 4th week of each 9 week grading period. This report is designed to inform parents/guardians of the students' current progress before the end of the 9 weeks. These should be signed and returned to the school. Conferences should be scheduled if necessary.

Report cards will be issued at the end of each 9 week grading period. They are to be signed and returned to school promptly. If there are questions concerning this nine week report, please feel free to call the school and request a conference.

GRADING SCALE

Academic Conduct

A 90-100 E Excellent

B 80-89 S Satisfactory

C 70-79 U Unsatisfactory

D 60-69

F Below 60

WITHDRAWALS

1. Parents of students needing to withdraw from school are to notify the office as soon as possible.
2. All debts must be cleared and all books and workbooks returned to the homeroom teacher, including library books.
3. Please allow 48-72 hours to complete the withdrawal process.

CLASS PREPARATION

In order for significant educational progress to take place, a certain burden of responsibility rests on the student. Homework is an integral part of work in a school like Salem. It is an extension of the learning that takes place in school. It provides practice and drill that reinforces classroom learning. Homework assigned by the teachers should be done correctly, completely and neatly. It becomes a part of the student's nine week grade. **We encourage you to check your child's homework but please be sure that the work is done by them.**

CHEATING

Cheating is a serious offense and will not be tolerated. A failing grade will automatically be recorded and parents will be notified.

Student Dress Code 2026-2027

*Our elementary school scholars are preparing to be college and/or career ready. To prepare our scholars, we will be adhering to our new dress code requirements for the 2026-2027 school year. Changes and new implementations have been made for safety reasons. Parents/guardians must ensure the scholar complies with the dress code. If scholars do not adhere to the dress code; parents/guardians will be notified. ** Other Dress Code Guidelines- School personnel will determine if clothing is appropriate for school and complies with school and district dress code expectations.*

Elementary School Dress Code

Backpacks & Book Bags	Head Coverings/Sunglasses
All backpacks & book bags must be clear or mesh for safety reasons. Other backpacks or book bags will be confiscated.	Hats, hoodies, visors, bonnets, do-rags, bandannas, scarves, and sunglasses are not allowed to be worn on the bus, in the classrooms, and throughout the school buildings. **Head coverings for religious significance, medical reasons, special events and/or circumstances must have administrative approval.

Hair Styles/Colors Hairstyles that cause distractions (ex. excessive hair in face,) during the learning process will be addressed by teacher, staff members, and/or principal. Next steps will be implemented accordingly.	Shirts, Tops, Blouses, T-Shirts Upper body attire must fully cover the top area of the body. Unacceptable Upper Body Attire Examples include, but not limited to bare low cut, halter tops, spaghetti straps, muscle shirts, open back, midriff blouses, off the shoulder, see through Hoodies/Jackets An appropriate shirt must be worn under hoodies and jackets at all times. Sleeveless shirts, not limited to, but including male or female tank tops, halter tops, and spaghetti straps are not permissible under hoodies and jackets
Jewelry The only visible body piercing allowed is stud earrings. Unacceptable Jewelry Large hoop earrings are prohibited.	Pants, Shorts, Skorts, Skirts & Dresses Bottom body attire must be appropriately worn at all times. Undergarments must be completely covered. Students are to wear a belt if pants have belt loops. Shorts, Skorts, Dresses, Skirts These clothing items must not be higher than 4 inches above the knee cap (when standing). Unacceptable Lower Body Attire Pants worn too low (no sagging), too loose, too long; pants or jeans with holes, rips and/or tears; pants with writing across the rear; yoga pants, tights, biker shorts, athletic shorts, leggings or jeggings; pajama or pajama-style pants
Unacceptable Attire Images Gang affiliation/inferences Discrimination Association Obscene or Suggestive attire that promotes or encourages the use of tobacco, drugs, alcohol, or violence Jewelry and accessories that can be used or deemed as weapons	Shoes Shoes must have a secured, permanent, enclosed back. Unacceptable Shoes An example includes, but not limited to, any shoe that has a detachable strap & that can be converted into flip flops. This includes Crocs slides or Crocs-style shoes & houseshoes.

DISCIPLINE

1. Courtesy, respect, good manners, and obedience to teachers and staff will be expected at all times. Students and parents will receive a copy of classroom rules and procedures policy at the beginning of the year.
2. Students receiving a “U” in conduct for the nine weeks will not be eligible for the “A” or “A/B” Honor Roll.
3. Disruptive students will be referred to the principal only when the action taken by the teacher does not resolve the problem or the disruption is severe.
4. For additional information, refer to the *Discipline Plan for Safe Schools* adopted by Dallas County Board of Education. A copy of Violations and Sanctions from the *Discipline Plan for Safe Schools* are noted in this handbook.

CLASSIFICATION OF VIOLATIONS AND SANCTIONS

It is fundamental that an orderly school have 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 violation 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 the 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)

C L A S S I S A N C T I O N S F O R M I D D L E / H I G H (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/CELL PHONES** – 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.

13

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)

14

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

Prior to determining the appropriate administrative response, the principal or his/her designee will consider the students prior school disciplinary history.

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.
- 3.03 **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.
- 3.04 **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.
- 3.05 **FIREWORKS, MATCHES, OR LIGHTERS** – Possession and/or igniting of fireworks, firecrackers, matches, and/or lighters.
- 3.06 **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.

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

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

3.09 **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.

15

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

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

3.12 **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.

3.13 **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.

3.14 **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.

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

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

3.17 **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.

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

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

3.20 **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;

16

- 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.

3.21 **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.

3.22 **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.

3.23 **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.

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

17

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

3.26 REPEATED VIOLATIONS OF CLASS II VIOLATIONS

3.27 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.

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.

4.12 EXTORTION – Completion of a threat.

4.13 OTHER CRIMINAL ACTS – Commission of any criminal act, not listed, as defined by the law as of the city, State of Alabama, or United States. Violation of any law or statute 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.

ADDITIONAL DISTRICT POLICIES

Cell Phone Policy

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:

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**

BUS TRANSPORTATION AND REGULATIONS

Our primary concern is the safety of all students who ride the bus. The bus driver has a very important responsibility and he/she should not be distracted by students' improper behavior. 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 who are provided transportation services must abide by the rules and regulations set forth by the Dallas County Board of Education. This privilege may be suspended if the student fails to adhere to the following rules. Therefore, please discuss proper bus behavior, as outlined below, with your child.

1. Students shall observe all school rules and regulations at all times when getting on, getting off, or riding buses. Students will also observe additional rules outlined by the school bus driver.
2. Students should be at their bus stop at least 10 minutes before the bus is scheduled to pick them up. Buses are on a strict schedule and will not stop if children are not at their site.
3. Students shall not talk to the bus driver while the bus is in motion, except in case of emergency.
4. Students will board and leave the bus only at an approved stop.
5. Students who need to board or leave the bus at a stop other than their normal stop must have written parental permission and the approval of the Principal.
6. Students shall not throw objects on or off the bus at any time.
7. Students shall not place their arms or any parts of their bodies out of the windows at any time.
8. Students shall remain seated until the bus comes to a full stop.
9. Profane, indecent, or abusive language will not be permitted.
10. Fighting, hitting, or rough play will not be tolerated.
11. If a student damages the bus, the student's parents are responsible for the cost of the repairs.
12. Students will be respectful to the bus driver.

All students brought to school in a car must be signed in with the teacher on bus duty in the school's cafeteria. All car riders must park in the back parking lot.

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. Offenders will be prosecuted to the fullest extent of the law.
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.

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, or expulsion. The bus driver has full authority over students while they are riding the bus. Bus drivers are expected to be firm, yet fair with each student. If a problem occurs, the bus driver will first attempt to resolve the issue with the child's parents. If there is no change, then the bus driver will report the transportation violations to the Principal who will impose consequences.

CAFETERIA

Free and reduced lunch application forms will be available to every family that enters Salem Elementary School. New applicants are responsible for the cost of the lunch until applications are completed, returned, and approved by the principal. Students who attended Dallas County schools the previous year will remain at that year's status until new applications are processed.

1. Students who pay full or reduced prices must be sure that there is money available in their lunch account.
2. Teachers will sit with their individual classes in order to provide proper supervision.
3. Students are expected to exhibit good lunchroom manners.

4. All lunches will be eaten in the cafeteria and food cannot be carried from this area (unless special circumstances).
5. Do not send any items that require a microwave. Students ARE NOT allowed to use the microwave.
6. According to the federal Child Nutrition Policy, students may not bring commercially prepared food in the original containers into the lunchroom. Food that is brought in from “Fast Food” restaurants must be re-wrapped in aluminum, plastic wrap, or bags.

ILL STUDENTS

If a student should become seriously ill at school, we will contact you immediately. It is your responsibility to come and pick up your child. If you cannot be reached, we will use the emergency contact information located on your child’s registration form.

CONTAGIOUS DISEASES

The following diseases are considered to be contagious: measles, whooping cough, chicken pox, strep throat, mumps, lice and pink eye. Ring worms and other skin disorders or fungus conditions are also highly contagious and can be passed from one person to another. You will be called to pick up your child if he/she has a visible ring worm. A clearance slip from the Health Department or your family doctor is required upon your child’s return to school.

MEDICINE

1. All medications must be brought to school by a parent or an adult, and sign in with a written doctor's order each school term.
2. All medications must be signed out and picked up by parent or an adult by the last day of the school year for your child.
3. All medications not picked up at this time will be disposed of.
4. A copy of the medication form, found in this handbook, is required before medicine is administered at school.
5. If possible, please make copies of this form to keep at home. All medicine will be kept in the Nurse’s office and administered by designated officials. (Board Policy, 4/29/96)

LOST AND FOUND

The school cannot assume responsibility for lost items, yet if notified, every effort will be made to locate them. All items which are lost or found should be turned in to the office. Items not claimed within 30 days will be given to the person who found it or to a local charity. **Be sure to label all jackets, sweaters, bookbags, etc. with your child’s name.**

PERSONAL ITEMS

1. Students are responsible for their own personal items so it is recommended that they are kept to a minimum. All items should be labeled to avoid misunderstandings.
2. Expensive items (i.e. cell phones, handheld games, musical devices, iPads, laptops) are discouraged. These items will be turned in to the principal and will not be returned to the student until the end of the school year.
3. Students should not bring large sums of money to school.

TELEPHONE

The school telephone is for business calls only. Children are called to the phone only in case of emergency. If you wish to speak to a teacher, leave your number and he/she will return your call as soon as possible.

CARE OF SCHOOL AND PERSONAL PROPERTY

We try to instill in students pride in the appearance of their school. Students must not mark walls, school furniture, ceilings, floors, school equipment or books with pens, pencils, markers, or any other instrument. Students must not tamper with fire alarms, fire extinguishers, or electrical systems in the school. Anyone who willfully destroys school property through vandalism, arson, or larceny, or creates a hazard to the safety of other students will be referred to the proper law enforcement agency.

Students are cautioned not to bring large amounts of money, radios, jewelry, games, or cameras to school. If a student wears glasses or a watch, we ask that the student take responsibility for the care of them. If it is necessary to bring more money than is necessary for lunch or snack, students should give it to the teacher for safe keeping. Do not leave money or other valuables in the desks. The school will not take responsibility for the loss, damage, or disappearance of these items.

LIBRARY/MEDIA CENTER

Our school library/media center is a source of pride and a vital part of our instructional program. Through regularly scheduled class times, students are encouraged to explore the many books, research materials, audio-visual materials and computer software that our media center contains. There are also materials available for parents to check out to work with their children at home.

In order to maintain an adequate collection, students, teachers, and parents must cooperate to see that materials are returned in good condition. If materials are damaged or not returned, a charge equal to the current replacement price is made.

INTERNET ACCESS/MEDIA RELEASE

We are required to have a signed form for each student which indicates whether or not you give them permission to use the internet at school. We also must have a media release form indicating whether or not we have permission to use the student's picture in the newspaper or on the school website.

COUNSELING PROGRAM

Salem has a full-time counselor. He will be available to provide individual and group counseling sessions for students as well as parents. The counselor is also responsible for taking care of students' records.

FIELD TRIPS

Each grade will participate in a minimum of two field trips per school year. Field trips are utilized to enhance instruction and to provide real-world experiences for students.

1. For each scheduled field trip, teachers will send information/permission slips home in a timely manner. Parents must return these slips and needed funds by designated due date.
2. Also, once fieldtrip monies have been receipted, they are non-refundable. Consequently, money can be credited to your child's school account.
3. No checkouts from field trips.

EMERGENCY DRILLS

The safety of your child is one of our greatest concerns. The school holds regular drills to teach students how to respond calmly in the event of an emergency. Fire drills are conducted once a month and tornado drills twice each semester. Detailed fire escape plans are posted inside each classroom. These plans show a route to an outside area located a safe distance from the building. During tornado drills, each class goes to a designated area within the building. All students kneel facing the wall and cover their heads with a text book.

PARENT/TEACHER ORGANIZATION

Salem Elementary is the school for your child. Becoming involved in our P.T.O. provides an opportunity to contribute suggestions for the improvement of the educational program. You will receive a notice of the time and date of each of our scheduled P.T.O. meetings.

CALENDARS

A monthly calendar will be sent home concerning school activities, rules and other information we feel is necessary for you to have. Please contact your child's teacher or the office if you have questions.

SCHOOL SERVICES

Insurance: Accident insurance will be made available to all students at Salem. The information sheet explaining the program will be sent home at the beginning of the school year.

Parent-Teacher Conferences: Parents are ***required*** to have at least **2 conferences** during the school year (first and third nine weeks). Additional conferences can be held at either the parent's or teacher's request.

Textbooks: All textbooks are loaned to the students free of charge. However, students are responsible for lost or damaged books and will be expected to pay for them. No textbooks will be issued the following school term to students who owe money for lost or damaged textbooks or library books. Students may be asked to contribute a specific amount to cover the cost of consumable workbooks or additional materials (ex. Weekly Reader).

Supplies: All students will pay a \$25.00 supply fee at the beginning of the year or purchase required supplies according to the school's student supply list. This fee will pay for any supplies the student will need for the entire school year (paper, pencils, tablets, glue, crayons, markers, folders, paper towels, tissues, soap, etc.)

Snacks: The school will make snack items available for the children to purchase in the afternoon. To comply with Health Department laws, Salem will sell baked snacks and fruit juice. The cost of snacks will range from fifty cents (50c) to one dollar (\$1.00).

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 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.

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 I 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.dallask12.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.dallask12.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 can 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 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:

36

- 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

37

- 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.

This policy and any procedures, rules, and forms developed and approved to implement the policy will be published on Dallas County Schools web site, shall be available at each school office, and shall be included in the Discipline Plan for Safe Schools Handbook that is distributed to each student at the beginning of each school year.

First Reading: June 6, 2019

School Board Approval - July 11, 2019

38

ATTENDANCE STATEMENT

All students are expected to be in attendance each day unless they are sick or in the case of a family emergency. In case of absences, a written note explaining the absence is required upon the student's return to school. **No more than three (3) parent/guardian written excuses will be accepted per semester.** Excuses beyond that number will be considered unexcused. Failure to provide a written explanation not later than three (3) days from the date of the absence shall result in an unexcused absence. As explained in the Dallas County Board of Education's Attendance Policy, too many unexcused absences can result in a student not being promoted to the next grade or not receiving course credit.

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;
6. legal quarantine

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.

Approved 7/26/10

Dallas County Schools

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.

39

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 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,

40

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.

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;

41

(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

42

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.

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.

43

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

44

- 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

1. AN OVERVIEW OF THE USE OF DALLAS COUNTY TECHNOLOGY
2. ACCEPTABLE USE POLICY and the CHILD INTERNET PROTECTION ACT
3. DATA USAGE AND GOVERNANCE POLICY
4. EMAIL
5. STUDENT EMAIL
6. STUDENT INFORMATION SYSTEM ACCESS
7. SCHOOL TECHNOLOGY COORDINATOR
8. PROJECT INPUT
9. SOCIAL MEDIA RECOMMENDATIONS
10. TECHNOLOGY PLAN
11. WEB PAGE
12. DIGITAL CURRICULUM
13. BRING YOUR OWN DEVICE POLICY
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

45

· 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 the 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

46

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 carryout 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.

47

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 web site 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.

48

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

49

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.

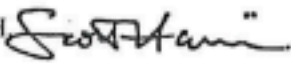
Limited Liability

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.



Scott Harris, M.D., M.P.H.
STATE HEALTH OFFICER

TO: All State Post-Secondary Schools and the State Department of Education

FROM: Scott Harris, M.D., M.P.H. 
State Health Officer

RE: Guidance for Novel Coronavirus, COVID-19

DATE: February 25, 2020

The 2019 novel coronavirus is a virus that causes a potentially severe respiratory disease, COVID-19. It was recently identified in China and is now being detected worldwide. The situation regarding COVID-19 continues to evolve rapidly. The Alabama Department of Public Health (ADPH) considers an individual being anywhere in China, or a country with active community transmission within the previous 14 days, a risk factor for COVID-19. ADPH is communicating with travelers returning from China to provide guidance about limiting public interactions for 14 days, which is consistent with the Centers for Disease Control and Prevention's (CDC) current guidance for returning travelers. However, this is an evolving situation and more geographic areas may be added soon.

- Students and staff returning from China or areas with active community transmission (www.cdc.gov/coronavirus/2019-ncov/travelers/index.html) may have been exposed to COVID-19 and must self-monitor symptoms for 14 days after leaving the affected area. Students and staff must contact ADPH Infectious Diseases & Outbreaks Division at 1-800-338-8374 immediately upon return to Alabama. These students and staff must be excluded from school for the duration of this monitoring period. They are asked to remain home and to avoid congregate group settings such as church, concerts, buses, etc.

After the 14-day self-monitoring period, ADPH provides notice to the individual indicating completion of the required monitoring period, upon request.

Students or staff members who return from an affected area who develop symptoms compatible with COVID-19 such as fever, cough, or difficulty breathing within their 14-day monitoring period, should take the following steps:

1. Separate themselves from others as much as possible. Immediately notify ADPH Infectious Diseases & Outbreaks Division at 1-800-338-8374.

MAILING ADDRESS: Post Office Box 303017 | Montgomery, AL 36130-3017

PHYSICAL ADDRESS: The RSA Tower | 201 Monroe Street | Montgomery, AL 36104

alabamapublichealth.gov



Accredited Health Department

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.

INVESTIGATION of BULLYING COMPLAINT
Jamari Terrell Williams Student Bullying Prevention Act #2018-472

Please attach this form to the Bullying Complaint Form submitted by the alleged victim or his/her parent/guardian.

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

Name(s) of alleged offender(s): _____

Investigation Findings of the Alleged Bullying Incident

What actions were taken to investigate this incident? (Choose all that apply.)

- ☐ **Interviewed alleged student victim**
- ☐ **Interviewed alleged offender(s)**
- ☐ **Interviewed alleged witness**
- ☐ **Witness statements collected in writing (attach to this form)**
- ☐ **Interviewed school nurse**
- ☐ **Reviewed any medical information available**
- ☐ **Interviewed alleged victim's parent/guardian**
- ☐ **Interviewed alleged offender's parent/guardian**
- ☐ **Interviewed teachers and/or school staff**
- ☐ **Conducted student record review**
- ☐ **Examined physical evidence**
- ☐ **Reviewed/obtained copy of police report**
- ☐ **Examined electronic evidence (as permissible by law)**
- ☐ **Reviewed social media site**
- ☐ **Conducted meeting with school resource officer**
- ☐ **Other (specify) _____**
- ☐ **Other (specify) _____**
- ☐ **Other (specify) _____**

Additional pertinent information gained during the investigation:

Evidence substantiates the following:

_____ This was motivated by a characteristic of a student or by the association of a student with an individual who has one of the following particular characteristics.

_____ Race _____ Gender _____ Religion
_____ Sexual Orientation _____ Gender Identity _____ National origin _____ Disability

_____ A continuous pattern (3x or more) of intentional behavior occurred. This pattern of behavior

_____ Placed in reasonable fear of harm to his or her person or damage to his or her property

_____ Had the effect of substantially interfering with the educational performance, opportunities, or benefits of a student

_____ Had the effect of substantially disrupting or interfering with the orderly operation of the school, whether the conduct occurred on or off school property, online, or electronically

_____ Had the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function

_____ Had the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student

_____ This 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.

What corrective action(s) were taken in this case? (Choose all that apply.)

_____ None were required; this is a false allegation
_____ None; the incident did not warrant any corrective action
_____ None; no bullying occurred
_____ None; no harassment occurred
_____ None; no intimidation occurred
_____ None; the alleged incident could not be verified
_____ Determined as a conflict and not bullying, harassment, or intimidation
_____ Student conference
_____ Student warning
_____ Letter of apology
_____ Mediation

Counseling by school counselor

Appointment with district social worker

Parent letter

Parent telephone call

Parent conference

Detention

In school suspension (ISS)

Care

Out of school suspension

Alternative Placement

Expulsion

Behavior contract

Behavior plan

Plan of support to include a "go to" adult in the school

Separation from other student to include transfer or change in schedule

Developed template for safety plan

Other (specify) _____

Other (specify) _____

Other (specify) _____

Parent Notifications

Did the alleged victim or the victim's parent/guardian report that the alleged victim had threatened or attempted suicide? _____ No _____ Yes

If yes, please attach a copy of the letter of notification regarding the suicide threat/attempt that was sent to the parent.

Alleged victim's parent notified of investigation results on _____ via _____
Phone _____ Conference _____ Letter _____ Other _____ regarding
the completion of the investigation.

Alleged offender's parent notified of investigation results on _____ via _____
Phone _____ Conference _____ Letter _____ Other _____ regarding
the completion of the investigation.

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

Principal/Designee's name:

Principal/Designee's signature:

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.

**Salem Elementary School Parent/Student Handbook
2025-2026 Signature Sheet**

My child, _____, and I have read and reviewed all contents of the student handbook. I will assure that my child adheres to all policies and procedures.

Photo/Video/Website Permission

_____ Yes, my child **may** be photographed and his/her picture may appear in the newspaper, school's website etc.

_____ No, my child **may not** be photographed and his/her picture may not appear in the newspaper, school's website etc.

Corporal Punishment

_____ Yes, my child **can** receive corporal punishment to be administered by the administrator or designee.

_____ No, my child **cannot** receive corporal punishment to be administered by the administrator or designee.

Field Trips

_____ Yes, my child **has** permission to participate in field trips as outlined by his/her grade level.

_____ No, my child **does not** have permission to participate in field trips as outlined by his/her grade level.

Acceptable Network and Internet Use Policy

 Yes, my child **can** use the computers or available technology at school and I understand the policy.

 No, my child **cannot** use computers or available technology at school.

Notice for GAFE (Google Apps For Education) Parent or Guardian Consent

_____ Yes, I **give** permission for Dallas County Schools to create/maintain a G Suite for Education account for my child and for Google to collect, use, and disclose information about my child only for the purpose described in the notice below.

_____ No, I **do not** give permission for Dallas County Schools to create/maintain a G Suite for Education account for my child and for Google to collect, use, and disclose information about my child

only for the purpose described in the notice below.

_____ Parent Signature Date

_____ Homeroom Teacher Date

58

Salem Elementary School
3486 County Road 3, Orrville, Alabama 36767
(334) 996-8636

Ms. Chinita Irby, Principal

Salem Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Every Student Succeeds Act of 2015 (ESSA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during the school year 2025-2026.

School Responsibilities

- The entire school staff will share the responsibility for improved student achievement. Specifically, we will:*
- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:** all Pre-K teachers will instruct students through integration of Teaching Strategies Gold Curriculum and all K-5 teachers will instruct students through standard-based instruction according the Alabama Course of Study for English Language Arts, Mathematics, Science, Social Studies, Physical Education, and Handwriting.
 - 2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.**
 - 3. Specifically, those conferences will be held:** by holding the required Annual Title I Parent Meeting prior to October 1, 2025, by scheduling and inviting parents to monthly parental engagement meetings to be held during times that are beneficial to parents, and scheduling and hosting the Title I Zone Meeting with the feeder school, Keith Middle-High School.
 - 3. Provide parents with frequent reports on their children's progress.**
In accordance with the Dallas County School Board policies and procedures: Parents will receive a progress report at the 4 ½ week progress reporting period during each 9 weeks grading period, parents will receive a report card at the end of each 9 weeks grading period, and teachers will provide parents with reports on their child(ren) progress as often as needed to ensure students are meeting grade level standards and requirements.
 - 4. Provide parents reasonable access to staff.**
Parent/Teacher conferences will be scheduled at the time that is agreeable for parents and teachers (i.e. early morning and/or afterschool). A Parent/Teacher conference will be held a minimum of one time during each 9 weeks grading period.
 - 5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities,** as follows: In accordance with the Dallas County School Board policies and procedures all parents may volunteer in their child(ren) classroom upon completing background check and clearance, parents may volunteer traditionally or virtually in the child(ren) classroom, parents may observe during any time of the instructional day, except during the protected reading block. Parent observation may include traditional or virtual opportunities.
 - 6. Ensure regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.**
Salem Elementary School teachers communicate in meaning ways with parents as follows: school website, school messenger, Google Classroom, email, written communication, virtual and/or face-to-face parent/teacher conferences.

Principal Signature: Chinita Irby Date: August 6, 2025

Parent/Guardian Responsibilities

As a parent/guardian, I will support my child's learning in the following ways:

- Monitor my child(ren) attendance
- Make sure that daily homework assignments are completed.
- Promote participation in extracurricular activities (i.e. after-school tutoring and summer enrichment).
- Serve on advisory groups, such as Title I Advisory Committees and Parent and Family Engagement Committees.

Parent/Guardian Signature: _____ Date: _____

Student Responsibilities

As a student, I will:

- Read at least 30 minutes every day outside of school time.
- Give my parent(s) all school notices relating to my education.
- Do my homework every day and ask for help when I need to.
- Attend school daily and will be on time every day.

Student Signature: _____ Date: _____ 60