2026-2027

STUDENT CODE OF CONDUCT

Revised and Adopted by DCS School Board K-12
on June 29, 2026

Dothan City Schools
2026 - 2027
Student Code of Conduct

Board of Education

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Policy 01: Overview **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

DCS Online Privacy and Protection

Dothan City School District recognizes the role technology plays in equipping students for success in a digital world. Students utilize Google Apps for Education (GAFE) for instructional purposes. Other online resources, such as online curriculum and applications, may also be used in the learning process.

Every student will receive training on appropriate use of technology and digital citizenship through the following website: https://www.commonsensemedia.org/

Parents or guardians have the right to terminate their student's access to digital tools and resources by requesting in writing to Opt-Out of technology access. If parents choose to opt-out of utilizing district technology, they should understand this decision may significantly decrease their student's opportunity to collaborate with peers on assignments and projects. This may adversely impact necessary skill development required for success in today's global society.

This Opt-Out request expires at the end of the current school year, and a new one will need to be completed each year. If there is no Opt-Out letter on file, digital access will be granted to the student.
If parents wish to **Opt-Out** of these internet privileges and **DO NOT** wish for their student to participate in Google Apps for Education or other internet options supported by Dothan City Schools, they must notify the school principal in writing within thirty (30) school days of the student's first day of attendance.

The following are links to sites that provide digital protection for your student:

Child Internet Protection Act (CIPA)
Student email accounts are filtered to protect students from harmful digital content. Dothan City School District has policies in place to abide by CIPA regulations https://www.ftc.gov/business-guidance/privacy-security/childrens privacy

Children's Online Privacy Protection Act (COPPA)
COPPA was enacted to protect children under the age 13 from third party, commercial companies. This Act limits commercial companies' ability to collect or disclose personal information from children. Dothan City School District utilizes Google Apps for Education (GAFE) without advertisements. This alleviates the threat of third party interference. Student information is for educational purposes only. http://www.ftc.gov/privacy/coppafaqs.shtm

Family Educational Rights and Privacy Act (FERPA)
Student education records are protected by the federally mandated act FERPA. This act gives parents certain rights with respect to the student's educational records. These rights transfer to the student at the age of 18. https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html

FERPA requires that the Dothan City School District, with certain exceptions, obtain a parent's written consent prior to the disclosure of personally identifiable information from your child's education records. However, Dothan City Schools may disclose appropriately designated "directory information" without written consent, unless the parent has advised the district to the contrary in accordance with District procedures.

The primary purpose of directory information is to allow the Dothan City School District to include information from your child's education records in certain school publications. Examples include, but are not limited to, the following: A playbill, showing your student's role in a drama production;

- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks, take pictures, or process data.

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965*, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If parents do not want Dothan City Schools to disclose 'directory information' from their child's education records without their prior written consent, they must notify the school principal in writing within thirty (30) school days of the student's first day of attendance. Directory information may, but does not have to, include the following information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Homeroom
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- A student number assigned by the District (in some cases*)

*In order to make certain software applications available to students and parents, the District may need to upload specific 'directory information' to the software provider in order to create distinct accounts for students and/or parents. In these cases, the District will provide only the minimum amount of 'directory information' necessary for the student or parent to successfully use the software service.

DOTHAN CITY SCHOOLS
PUBLIC NOTICE FOR GIFTED ASSURANCE

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 to gifted services. 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 the Resource Specialist at your child's school.

Alabama Administrative Code (AAC), Rule 290-3-1-.02(1)(f) was created in respect to the Seclusion and Restraint for all students. In compliance with this rule, Dothan City Schools has provided this policy regarding seclusion and restraint. Dothan City Schools believes that schools should provide a safe and healthy environment in which children can learn, develop, and participate in instructional programs that promote optimum levels of academic achievement. The purpose of this policy is to ensure that all students and staff are safe in school, and that students who may have behavior crises are free from inappropriate use of seclusion or restraint.

The use of seclusion or restraint shall directly follow guidelines and abide by all definitions set forth in the Alabama Administrative Code.

Seclusion or restraint shall not be used as routine school safety measures. They shall only be implemented in situations where a child's behavior or action poses an imminent danger of physical harm to self or others and not as routine strategies to address instructional problems or inappropriate behavior (e.g., disrespect, noncompliance, or as a convenience). Any use of either seclusion or restraint shall be supervised, short in duration, and used only for the purposes of de-escalating the behavior.

2026-2027

CODE OF CONDUCT COMMITTEE MEMBERS

Dr. Charles Corbitt, COC Chairperson – Dothan City Schools

Ms. Sue Clark, Principal - Girard Elementary

Mr. Brian Riviere, Principal – Dothan High School

Dr. Erica Neal, Director – Transportation Services

Mrs. Monica Montalvo, Principal - Kelly Springs Elementary School

Mrs. Christina Johnson, Frm. Principal — Beverlye Intermediate School

Mrs. Celeste Adams, Frm Principal — Dothan 6th Grade Center

Mrs. Alyssa Dyer, Director – Exceptional Student Services

Mrs. Lee Jacobs, Assistant Superintendent –Accountability and Compliance

Ms. Beth Bouchard, Frm Principal — Highlands Elementary School

Mr. Todd Mitchell, Frm Principal — Carver 9th Grade Academy

Mr. Chris Payne, Principal — Carver School for Math, Science and Technology

Ms. LaTesha Weatherington, Principal – P.A.S.S. Academy

Mr. James Williams, Principal – Dothan Preparatory Academy

SCHOOL CONTACT INFORMATION

Beverlye Intermediate School (Gr. 3-5)
Ms. Aundria Sewell, Principal
1025 South Beverlye Road Dothan, AL 36303
Phone: (334) 794-1432

Carver 9th Grade Academy (Gr. 9)
TBD, Principal
1001 Webb Rd. Dothan, AL. 36303
Phone: (334) 702-7266

Carver School for Math, Science & Technology (Gr. 3-6)
Mr. Chris Payne, Principal
303 Rollins Ave Dothan, AL. 36301
Phone: (334) 794-1440

Dothan City Early Education Center
Mrs. Christy Martin, Principal
1666 Honeysuckle Road Dothan, AL 36305
Phone: (334) 794-1420

Dothan 6th Grade Center (Gr. 6)
Dr. Teresa Anderson, Principal
600 Girard Avenue Dothan, AL 36303
Phone: (334) 794-1426

Dothan City Virtual School (Gr. 7-12)
Mrs. Christina Johnson, Principal
323 West Selma St. Dothan, AL 36301
Phone: (334) 794-7444

Dothan High School (Gr. 10-12)
Mr. Brian Riviere, Principal
3209 Reeves Street Dothan, AL 36303
Phone: (334) 794-1410

Dothan Technology Center (Gr. 9-12)
Mr. Brian Riviere, Principal
3165 Reeves Street Dothan, AL 36303
Phone: (334) 794-1436

Dothan Preparatory Academy *(*Gr. 7-8)
Mr. James Williams, Principal
1236 South Oates St. Dothan, AL 36301
Phone: (334) 794-1400

Jerry Lee Faine Elementary School (Gr. PreK-5)
Ms. Marketa George, Principal
1901 Stringer Street Dothan, AL 36303
Phone: (334) 794-1455

Girard Elementary School (Gr. K-5)
Ms. Sue Clark, Principal
522 Girard Avenue Dothan, AL 36303
Phone: (334) 794-1467

Heard Elementary School (Gr. K-5)
Mrs. Tamika Fleming, Principal
201 Daniel Circle Dothan, AL 36301
Phone: (334) 794-1471

Hidden Lake Primary School (Gr. K-2)
Mrs. Vanessa Gunn, Principal
1475 Prevatt Road Dothan, AL 36303
Phone: (334) 794-1491

Highlands Elementary School (Gr. K-5)
Dr. Clark Harden, Principal
1400 South Brannon Stand Road Dothan, AL 36305
Phone: (334) 794-1459

Kelly Springs Elementary School (Gr. K-5)
Mrs. Monica Montalvo, Principal
1124 Kelly Springs Road Dothan, AL 36303
Phone: (334) 983-6565

P.A.S.S. Academy (Gr. 6-12)
Ms. LaTesha Weatherinton. Principal
323 West Selma St. Dothan, AL 36301
Phone: (334) 671-1474

Dothan City Head Start and Preschool
Mrs. Nikki Cochran, Principal
900 West Powell Street Dothan, AL 36303
Phone: (334) 794-1447

Selma Street Elementary School (Gr. K-5)
Ms. Dionne Blair, Principal
1501 West Selma Street Dothan, AL 36301
Phone: (334) 794-1463

Morris Slingluff Elementary School (Gr. K-5)
Dr. Victoria Washington, Principal
4130 Westgate Parkway Dothan, AL 36303
Phone: (334) 794-1479

Policy 02: Introduction **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Dothan City Board of Education recognizes fully the constitutional rights of students enrolled in its schools. The Board recognizes equally, however, its obligation to establish policy related to student behavior and discipline, which assures that a proper atmosphere for learning will be maintained within every school serving the City of Dothan.

All students of the Dothan City School System are charged with the responsibility to conduct themselves in a manner appropriate to good citizenship. Student conduct shall be founded on the basic concept of respect, consideration for the rights of others, and applicable laws.

The Board believes that the kind of discipline preferable in a democratic society is that of self-discipline. It considers self-discipline as a learning process whereby the individual progressively learns to develop habits of self-control and recognizes his/her own responsibilities to society. Behavior and discipline policies shall, therefore, demonstrate recognition of both the individual student's constitutional rights and paramount need for maintaining a proper atmosphere for learning within each school.

Policy 03: Equal Education Opportunity Statement **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Dothan City Schools does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, marital status, or military veteran status, as is defined by law, in admission, operation, or employment of its educational programs and activities, as prescribed by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, sections 503 and 504 of the Rehabilitation Act of 1974 and 1975, Americans with Disabilities Act 1992, and other federal and state laws and regulations. The following people have been designated to handle inquiries regarding the non-discrimination policies: Alyssa Dyer, Section 504/ADA Coordinator, Lee Jacobs, Titles II, VI, and Migrant Coordinator, Sarahann Odom, English Learner and Immigrant Coordinator, Nicole Guilford, Title IX Coordinator, Charles Corbitt, Homeless Liaison,1665 Honeysuckle Rd., Suite 1, Dothan, AL 36305, 334-793-1397.

Policy 04: Due Process **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

It is the policy of the Board to adhere to the basic tenets of due process when carrying out the procedures contained in this handbook. Furthermore, the Board and the educational staff employed by the Board will comply with the legal elements of due process, which include procedural due process and the substantive due process. With regard to procedural due process, students should be informed of the rules and regulations applicable to them, should receive adequate notice of any charges that they have violated those rules and regulations, and should be given an appropriate opportunity to be heard on any disciplinary matter. With regard to substantive due process, the rules and regulations adopted by the Board should be reasonably related to the legitimate purpose and function of the school system. The Board requires principals to familiarize their staff with the basic tenets of due process and provide them a copy of this handbook published with the following concepts in mind:

1. School rules must be clearly stated and related to the educational purposes of the schools.
2. When serious disciplinary action is involved, school personnel and students must comply with actions set forth in the *Code of Student Conduct* and procedures set forth in Administrative Procedures.
3. **Appeal Hearing - Students charged with and disciplined under Class I or Class II procedures will not have the right to appeal any decision beyond the local school level.** Class III consequences may be appealed to the

Superintendent and/or designee. Procedures for appealing Class III consequences are defined under the heading "Student Disciplinary Tribunal Procedures".

4. **Withdrawal Process** – A student will not be allowed to withdraw from one school to enroll in another school within Dothan City Schools while under suspension, expulsion or while pending a hearing
5. **Make-up School Work** – A student will be given the opportunity to make up any work that is missed during the suspension. Full credit will be given to a student if the work is complete and correct.
6. **Rules** – School rules must be fair and specific enough for students to know what they may or may not do.
7. **Informing** – Students, Parent/guardian must be informed of the rules affecting behavior and discipline.
8. **Students / Parents** – Students will be given an opportunity to present their version of events that led to the suspension and / or alternative school placement. At the tribunal hearing, students and parents will have the right to present witnesses and evidence, to examine any and all witnesses presented, and to have an attorney at the parent's expense, to represent the student. The student and parent shall be afforded an opportunity to present and respond to evidence and to examine and cross-examine witnesses about any matters logically relevant to the charge against the student. The parents or legal guardian of the student and any victims may give testimony at the hearing and make a statement to the Student Disciplinary Tribunal concerning their feelings about the proper disposition of the case and to answer any questions. The student may be represented by counsel at the student's expense at the hearing. If parents intend to be represented by counsel at the disciplinary hearing, the parents must notify the school forty-eight (48) hours prior to the start of the hearing so that the school district may elect to retain legal counsel to represent its interests. The student and parent shall be entitled to subpoena witnesses for the hearing. A student or parent/guardian shall submit all requests for subpoenas to the student's principal at least forty-eight (48) hours prior to the time of the disciplinary hearing. A parent/guardian and student may choose to waive the student disciplinary hearing and accept the appropriate consequences for the incident by completing and signing a Waiver of the Student Disciplinary Tribunal Hearing Waiver. By submitting a waiver, the parent/guardian and student agree to the decision and waive any future challenges and appeals relative to that incident. In such cases, an agreement may be negotiated which would include the parent's or student's waiver of right to a hearing before a disciplinary tribunal, the stated charge(s) and the agreed upon consequence. Students will be allowed to present a witness list, written evidence and defend their actions (all evidence presented must be pertaining to the case at hand). The parent will be given an opportunity to comment on the incident. Students and parents have the right to legal counsel at the due process hearing. Per Principal recommendation, the student will be placed at an alternative placement setting until the due process hearing. If a student chooses to remain off school campus until end of due process, that time will count towards the student's suspension.
9. **Principals** – If a student and / or parent request due process, the principal will be allowed to defend his / her actions for recommending suspension and / or alternative placement. The principal will be allowed to present evidence and other discipline referrals (pertaining to that student) to demonstrate a pattern of behavior.

Note: Dothan City Schools' administrators, teachers and staff do take into consideration the student's age, health, decision-making ability and disability or special education status and seriousness of the incident prior to imposing consequences and intervention. Also, it is important to know that Dothan City School employees will make every attempt to contact parents / guardians whenever a student has violated the Code of Conduct.

Policy 05: Equal Access **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

1. Enrollment (See Policy Plyler vs. Doe, 457 U.S. 202, 1982)
2. Programs and Services (Title VI, Civil Rights Act of 1964)

(See Office of Civil Rights Memorandum; September 1991, Section 504)
(See Office of Civil Rights, 1992)
(See Improving America's Schools Act of 1994 and the Stewart B. McKinney Homeless Assistance Act)

Plyler vs. Doe, 457 U.S. 202, 1982

- Dothan City Schools admits all students regardless of their immigrant status or English-speaking status.

Office of Civil Rights Memorandum; September 1991, Section 504

- Dothan City Schools demonstrates practices and ensures English Learner (EL) students are not excluded from special opportunity programs such as programs for the academically gifted, or other specialized activities based on English language proficiency.

Office of Civil Rights, 1992

- Dothan City Schools notifies English Learner (EL) Parent/Guardian about important school information in a format and language they can understand.

****If you are an English Learner (EL) student or Parent/Guardian and you do not understand what is written in this document, please contact the school and an interpreter will be provided for you. ****

Improving America's Schools Act of 1994 and the Stewart B. McKinney Homeless Assistance Act

- Pursuant to the requirements of the Elementary and Secondary Education Act as amended by the Improving America's Schools Act of 1994 and the Stewart B. McKinney Homeless Assistance Act, all homeless, foster care, migratory, and LEP children must have equal access to the same free appropriate public education, including public preschool education, provided to other children and youth. 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, foster care, migrant, immigrant, and English Learner (EL) children and youth shall not be denied or delayed due to any of the following barriers:

1. Lack of birth certificate
2. Lack of social security card
3. Lack of school records or transcripts
4. Lack of immunization or health records
5. Lack of proof of residency
6. Lack of transportation
7. Guardianship or custody requirements

Dothan City Schools is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, or disability in its programs and activities. Dothan City Schools provides equal access to the Boy Scouts and other designated youth groups. A disability will not bar you from employment, if you are able to perform the essential functions of the job for which you apply, with or without reasonable accommodation. The following people have been designated to handle inquiries regarding the non-discrimination policies:

Alyssa Dyer, Section 504/ADA Coordinator
Lee Jacobs, Federal Program, Titles II, &VI
Sarahann Odom, English Learner (EL), Immigrant Coordinator & Migrant Specialist
Nicole Guilford, Title IX Coordinator
1665 Honeysuckle Rd., Suite 1, Dothan, AL 36305
334-793-1397

Policy 06: Roles of the Parents/Guardians and School Personnel **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

In order for effective teaching and learning to take place in schools, there must be a cooperative relationship among students, Parents/Guardians, and educators. This relationship may be described as: (Parents/Guardians Responsibility Act 94-782)

Parents and Guardians will:

- **upon entering the school building, stop at main office and sign in,**
- maintain up-to-date home address, home, work, and emergency telephone numbers at the school, including doctor, hospital preference, and an emergency health care form,

- keep in regular communication with the school authorities concerning their child's progress and conduct,
- ensure that child is in daily attendance, and promptly report/explain absence or tardiness to school officials,
- provide their child with the resources needed to complete class work,
- assist their child in being healthy, neat and clean,
- bring to the attention of school authorities any problem or condition which affects their child or other children,
- discuss report cards and work assignments with their child, and
- attend scheduled Parent/Guardian-Teacher conferences.

School Personnel:

- are regular in attendance and punctual,
- are prepared to perform their duties with appropriate materials and lesson plan,
- are respectful to all individuals and of all property,
- refrain from profane and inflammatory statements,
- conduct themselves in a safe and responsible manner,
- are clean, neat, and appropriately dressed,
- abide by the rules and regulations set forth by the school and the Board,
- seek changes in an orderly and recognized manner, and
- strive to use a variety of informal disciplinary and guidance methods, prior to, during, and after formal, disciplinary action including:
    - students' program adjustment,
    - referral to guidance personnel for group or individual counseling with counselors, peer counseling, psychological evaluations, and other services deemed appropriate,
    - conferences of contact between administrators, Parent/Guardian, teachers, and students,
    - referral to special education or appropriate agencies for special problems,
    - continuous improvement of professional knowledge and skills, and
    - positive, cooperative attitudes toward Parents/Guardians, students, co-workers, and the total school program.

Policy 07: Student Responsibilities and Rights **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Students have rights that schools must observe, but they will also understand that personal responsibilities accompany individual rights. Furthermore, the rights of students will be viewed in relation to the safety and welfare of the majority of students in the schools. Above all, schools will maintain discipline to conduct a quality educational program.

Student rights are:

1. the right to an education.
2. the right to due process.
3. the right to free speech and expression.
4. the right to privacy – property of students (Students shall have privacy of personal possessions unless designated school personnel has probable cause to believe a student possesses any object or material that is prohibited by law or school policy).
5. the right to participate in school programs and activities.

Student responsibilities are:

1. to engage in the serious business of learning.
2. to obey the laws of society and school rules.
3. to express opinions in a manner which is not offensive, illegal, obscene or inconsistent with the educational goals of the schools.
4. to avoid illegal and dangerous items.
5. to adhere to school rules and procedures in order to participate in school programs and activities.

Policy 08: Jurisdiction of the Board of Education **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Students enrolled in the Dothan City School System are subject to the policies of the Dothan City Board of Education and to the rules and regulations of the schools. This authority applies to all school sponsored activities including, but not necessarily limited to the following:

- transportation on school buses or charter buses, including field trips,
- club or organization meetings,
- occupants in an automobile driven or parked on school property,
- school groups representing the school system in educational events,
- other school-sponsored events including, but not limited to, athletic events (football, baseball, basketball games, etc. on and off campus), dances, plays, etc., and
- usual and customary parking area at facilities used for school-sponsored activities including, but not limited to, Rip Hewes Stadium, Westgate Park, recreation centers, etc.

The Code of Conduct is in effect during the time a student is transported under the sponsorship of the school system and during the time he/she is attending school, is attending a school-sponsored event, or is a participant in a school-sponsored event as noted above. The pupil shall be under the control and supervision of the principal, the teacher, other staff member in charge, or the bus driver as assigned.

Policy 09: Important Parent/Guardian Information **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Agencies Offering Assistance to Families
Any Parent/Guardian or individual responsible for a student enrolled in the Dothan City Schools needing assistance with the student is encouraged to seek support by contacting the school principal, the school counselor, or an agency serving families. The school counselor has a list of agencies that can provide assistance.

Dothan City Schools has partnered with SpectraCare Health Systems to form the S4 program that offers individual and family therapy to students. This service is provided by a Masters Level Therapist who is trained to assess and make outside referrals for assistance if necessary. The community agency **United Way 2-1-1** is available to connect individuals with agencies that can help with almost any situation.

Parents/Guardians Responsibility (Act 94-782; Ala. Code 16-28-3)
The Alabama Legislature passed Act 94-782 stating that Parents/Guardians are responsible for enrolling their children in school, ensuring that they attend school regularly, and that they conduct themselves properly as pupils.

The Dothan City School System recognizes the privilege and the responsibility of Parents/Guardians in supporting and demanding responsible behavior from their children. In an effort to ensure Parents/Guardians awareness and acceptance of that responsibility, reasonable efforts will be made to contact Parents/Guardians regarding Class II and III misconduct. Reasonable efforts will be made on Class I offenses if such misconduct is continuing and notification is needed. Reasonable efforts may include one or more of the following: telephone calls, copies of referrals, Parents/Guardians conferences, letters to Parents/Guardians, registered mail, and when possible, home visits. In the event of continued misbehavior, Parents/Guardians may be asked to sit in class with their child. Petitions may be filed with the Juvenile Court if the child is in need of supervision beyond that given by the Parents/Guardians. Warrants may be filed requiring the arrest of Parents/Guardians who do not require their children to properly conduct themselves in school. **Parents/Guardians will be responsible for conducting themselves in an orderly manner while on school campus for conferences and any other school-related activities. Parents/Guardians conducting themselves in a disorderly manner are subject to the Criminal Codes of Alabama.**

Alabama Act 94-782 requires each local Board of Education to adopt and distribute to Parents/Guardians, and others a written policy of its school behavior standards; requiring Parents/Guardians, and others to document receipt of the plan. Each Parent/Guardian or other person having custody or control of any student required to attend school who fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct him or herself as a pupil in any public school in accordance with the written policy on school behavior adopted by the local Board of Education pursuant to the session and documented by the appropriate school official which conduct may result in suspension of the student, shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than one hundred dollars ($100.00) and may also be sentenced to hard labor for the county for not more than 90 days. The absence of a child without the consent of the principal, the teacher of the public school he or she attends or should attend, or the tutor who instructs or should instruct the child shall be prima facie evidence of the violation of this section. (see Ala. Code 16-28-16 effective July 1, 2000).

Parent/Guardian Responsibility for Child's Damages (Vandalism) (Act 94-819)
The Parent/Guardian, or other person having control of any minor under the age of 18 with whom the minor is living and who has custody of the minor, shall be liable for the actual damages sustained to school property plus court costs caused by an intentional, willful, or malicious act of the minor. This shall include school provided technology equipment and damage that may occur on a school bus.

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)
PPRA affords Parent/Guardian and students who are 18 or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –
    1. Political affiliations or beliefs of the student or student's Parent/Guardian;
    2. Mental or psychological problems of the student or student's family;
    3. Sex behavior or attitudes;
    4. Illegal, anti-social, self-incriminating, or demeaning behavior;
    5. Critical appraisals of others with whom respondents have close family relationships;
    6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
    7. Religious practices, affiliations, or beliefs of the student or Parent/Guardian; or
    8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of –*
    1. Any other protected information survey, regardless of funding;
    2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
    3. Activities involving collection, disclosure, or use of personal information obtained from students marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use –
    1. Protected information surveys of students;
    2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
    3. Instructional material used as part of the educational curriculum.

PPRA Notice and Consent/Opt-Out for Specific Activities
The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. 1232h, requires Dothan City Schools to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):

- Political affiliations or beliefs of student or student's Parent/Guardian;
- Mental or psychological problems of the student or student' family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or Parent/Guardian; or

- Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys"), and certain physical exams and screenings.

Prohibition on the Possession of Weapons (ALA. Code 16-1-24.1(1975)
No person shall knowingly with intent to do bodily harm, carry or possess a deadly weapon on the premises of a public school. Possession of a deadly weapon with the intent to do bodily harm on the premises of a public school or school bus is a Class C felony.

Gun Free Schools Zone Act of 1995
In compliance with the Federal Gun Free School Zone Act of 1995 and with Alabama law, it is the policy of the Dothan City Board of Education that any student determined to have brought a weapon/firearm, as herein defined, to school, or visible on camera during virtual learning, shall be expelled from the regular school program for a period of not less than one year. Expulsion is defined at a minimum as removing a student from the regular school where the violation occurred. Any school administrator having knowledge of a student possessing a weapon or firearm must follow disciplinary actions outlined in Class III offenses in Code of Student Conduct. However, the expulsion requirement may be modified for a student on a case-by-case basis by the Board. Also, discipline of students with disabilities who violate this policy shall be determined by the Board on a case-by-case basis in accordance with the requirements of the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act.

Jamari Terrell Williams Act of 2018
Previously known as the Student Harassment and Prevention Act (Bullying), it is the policy of Dothan City Board of Education that if a student(s) demonstrates a continuous pattern of intentional behavior that takes place 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 acts, that student(s) will be subject to disciplinary actions outlined in Class II and III offenses in Code of Student Conduct. School administration will investigate all matters brought before it to determine consequences.

Search and Seizure/Safe and Drug Free Schools
In conformance with State Board of Education Resolution 1-2-g and Alabama State Board of Education Administrative Regulation 290-010-020-01, law enforcement agencies shall be allowed to make periodic, unannounced visits to any local public school for the purpose of detecting the presence of drugs.

Lockers, desks, parking lots, and any other fixture or facilities provided for the students are the property of the school district. Also, students are subject to searches by school officials with reasonable suspicion. School officials may conduct searches or use other detection devices within the facilities or on the school campuses at any time to determine if alcohol and other drugs, weapons, or any object considered to be harmful to the safe environment of the school may be present. Such visits may include the use of drug-detecting dogs in schools and classrooms as appropriate.

Searches
School officials should conduct a general search of school property periodically and whenever there is reasonable suspicion (see definition below) to believe that students possess an item(s) that is a crime and/or violation of the Student Code of Conduct to possess.

A specific student's area will be searched when there is reasonable suspicion to believe that the student possesses any item(s), that it is a crime and/or a violation of the Student Code of Conduct to possess. All searches of areas assigned to the student should take place in the student's presence when feasible.

A search of the student may be conducted by the administrative staff and/or SRO when there is reasonable suspicion to believe that the person possesses of any item(s), that it is a crime and/or a violation of the Student Code of Conduct to possess. Searches of the body will be with the student's consent, except under emergency conditions when the safety and the welfare of others are involved. **Parent/Guardian consent is not required to search a student.**

Searches of all vehicles on school property, at school-sponsored activities, or in transit to and from a school-sponsored activity, are permitted when there is reasonable suspicion to believe that the vehicle(s) contains any item(s) that it is a crime and/or a violation of the Student Code of Conduct to possess.

Searches of personal belongings will be conducted when there is reasonable suspicion to believe that the personal belongings conceal any item(s) that it is crime and/or a violation of the Student Code of Conduct to possess. The search of personal

belongings may occur on school property, at school-sponsored activities, or in transit to and from school-sponsored activities.

Strip searches are prohibited.

The principal shall take appropriate disciplinary and/or legal action against any student who fails to cooperate with school authorities in an investigation of Student Code of Conduct violations, criminal violations, and/or other matters relating to the orderly and safe operation of the school.

When the student does not consent to a search, the administrative staff will secure the assistance of the parent/guardian, the Resource Officer, and/or law enforcement officials before performing the search.

Metal Detecting Devices
Metal Detectors and Hand Wands may be used to conduct a minimally intrusive search of the person. DCS may utilize two types of metal detecting devices. 1) Scanning posts (gates) and 2) hand wands are permitted to be utilized by staff or resource officers at each school and any school sponsored events.

1. Scanning Posts – These stationary systems may be utilized at areas or entrances to conduct mass searches of students and/or spectators. They are "walk-through" systems calibrated to detect weapons or dangerous instruments while minimizing the delay that occurs with individual scanning. Any alerts received may require a more in-depth scan of a person with a hand-held scanner.

2. Hand Wand – Hand wands may be utilized to follow up with the scanning of someone who has caused an alert notification by a scanning post. Hand wands also may be randomly utilized by staff and resource officers under the following circumstances:
    - When reasonable suspicion exists where an administrator or staff member suspects (based on articulable information) that a student(s) may possess a weapon or other contraband in violation of the law or school policy.
    - Secondly, for random scanning.

Reasonable Cause
Just or legitimate grounds to believe that a person has committed a crime, especially as justification for making a search, an arrest, etc.

Reasonable Suspicion
Suspicion of criminal activity based on specific and objective grounds, as a legal justification for a search (especially by a police officer) or other action.
CODE OF ALABAMA
16-1-24.1 (1975)

Automobile Search: Any automobile entering any Dothan City School property or any off-campus event(s) sponsored by the school system is subject to a search of the entire vehicle.

Technology: The use of the Internet and e-mail through the DCS network is a privilege; thus, Dothan City Schools reserves the right to read and retain any electronic information transmitted via the DCS network.

Tobacco-Free Environment
The Board of Education is dedicated to providing a healthful, comfortable, and productive work environment for its employees.

The United States Surgeon General, in a 1986 report The Health Effects of Involuntary Smoking; concluded that:

- Involuntary smoking is a cause of disease, including lung cancer, in healthy non-smokers.
- The simple separation of smokers and non-smokers within the same air space may reduce, but does not eliminate the exposure of non-smokers to environmental tobacco smoke.

In light of these findings, Board of Education facilities shall be entirely tobacco-free, effective July 1, 1995.

The use of any tobacco products will be strictly prohibited within all schools and other buildings owned by the Board of Education including: offices, hallways, waiting rooms, restrooms, lunchrooms, elevators, meeting rooms, and all community areas. In addition, the use of tobacco products is prohibited on camera during virtual instruction. This policy applies to all employees, students, salespersons, and visitors. Copies of this policy shall be distributed to all employees. "No Smoking" signs shall be posted at all building entrances and throughout each building.

The success of this policy will depend upon the thoughtfulness, consideration and cooperation of smokers and non-smokers. All employees share in the responsibility for adhering to and enforcing the policy. Any problems should be brought to the attention of the principal or superintendent and handled through the normal chain of command. Employees who violate this policy will be subject to the same disciplinary actions that accompany infractions of other Board of Education policies.

Originally Adopted by the Board of Education June 20, 1995

Fines for unlawful possession of contraband
Any tobacco or tobacco product found in the possession of a minor is contraband and subject to seizure by law enforcement. Any minor violating Section 28-11-13 shall be issued a citation similar to a uniform non-traffic citation and shall be fined not less than ten dollars ($10) nor more than fifty dollars ($50) for each violation. The minor shall not be required to pay any other court costs or fees. Any statute or law to the contrary notwithstanding, disposition of any violation shall be within the jurisdiction of the district or municipal court and not the juvenile court. Violations shall not be considered criminal offenses and shall be administratively adjudicated by the district or Municipal Court. (Acts 1997, No. 97-423, p. 721, 14)

Pending Criminal Charges
Any student charged with violating a local, state, and/or federal law which constitutes a felony offense, including any violation of the Alabama Youthful Offender Act, or that involves any violent crime or use of any type of weapon, shall not be allowed to return to school until the superintendent approves the return. The Superintendent may require a psychological evaluation and / or a threat assessment before determining whether return to school is appropriate. Any work missed shall then be classified as excused and the student given an opportunity to make up work following the policies set for the Dothan City Board of Education.

IDEA students who violate this policy shall be dealt with in accordance with the disciplinary methods outlined in the IDEA and Alabama Administrative Code 290-8-9-09 (1).
IDEA and Alabama Administrative Code 290-8-9-09 (1).

Originally Adopted by the Board of Education December 12, 2016

Price Hornsby Act 2024-221
Alabama House Bill 280 is a law enacted in 2024 that requires each local education agency to annually provide research-based instruction related to fentanyl prevention and drug poisoning awareness to students in grades 6 through 12.

Policy 10: Law Enforcement **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Law Enforcement officers have the right to come on campus to interview students as suspects or witnesses in accordance to the Alabama state law and the United States Constitution.

The Board of Education authorizes building administrators to release minor students into the custody of a law enforcement officer upon presentation of a court order or warrant for the student's arrest. Law enforcement officers will be required to sign a release document at the school, and school administrators will also contact the parent or guardian. The student may be removed from school premises if the officer or school administrator has reason to believe that the student has violated the law.

The police department, juvenile court services, or other law enforcement agencies may be informed regarding the misconduct of a student on all Class III Offenses that have been marked by an asterisk. Such notification may result in an arrest, a petition, a complaint, a warrant, a conference with law enforcement officials and/or other actions deemed appropriate by the

agencies involved.

The Role of the School Resource Officer
The School Resource Officer (SRO) is a certified police officer who is assigned fulltime to a school. SRO's receive hours of ongoing specialized training. The SRO knows the public he / she serves on a first name basis and is sensitive to their particular needs.

As a **liaison**, the SRO works in conjunction with the school administrators and the police investigative services to promote a safe environment not only for the students, but also, for the teachers and staff of Dothan City Schools.

As a **law enforcer**, the SRO works with school administration to investigate criminal violations that involve students as victims or suspects. The student's knowledge that criminal incidents will be investigated is in itself a deterrent to delinquent behavior –a primary goal of the SRO program. Security and safety within the school are other concerns of SROs. They evaluate situations and make recommendations to school administration in reference to safety issues in the school. The mere presence helps to deter unwanted persons from visiting school campuses.

As an **instructor**, the SRO visits classrooms to make presentations of a law-related nature such as drug education, the role and history of police in society, and other topics. SROs are also available as a resource for teachers in developing specialty programs tailored to specific units of study, court procedures, citizenship, self-esteem, forensic science, etc.

As an **advisor**, students are encouraged to seek the personalized attention of SROs. Each officer is specially trained to conduct informal, individual or group conferences with students, parents, and family members regarding law-related problems and crime prevention techniques.
Some additional responsibilities of SROs extend far beyond the classroom and normal workday. Officer participate parent, teacher, faculty meetings, student social and school sponsored sporting events.

The Role of the School Protection Officer
School Protection Officers (SPOs) are sworn, reserve Dothan Police Officers as defined in General Order 100-14. The primary purpose of SPOs is to safeguard life and property; protect students, employees and property of Dothan City Schools. The position is not limited to public schools should a request be made by private school enterprises. Public schools will however be the first priority regarding staffing requests.

School Protection Officers are the first line of defense in protecting our schools. In the event of a dangerous situation, SPOs should focus on sounding the alarm as soon as possible. SPOs should utilize cover and aggressively react to neutralize threats to their areas of responsibility.

Policy 11: Truancy Law **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Parental Responsibility Statute requires parents to enroll their child in school, assure that the child attends school regularly, and compel the child to properly conduct him or herself. Generally, each parent, guardian, or other person having control or custody of any child required to attend school, who fails to have the child enrolled in school, who fails to send the child to school, or fails to require the child to regularly attend the school, or fails to compel the child to properly conduct himself or herself as a pupil in any public school in accordance with the written policy on school behavior adopted by the local board of education pursuant to this section shall upon conviction face a fine of up to $100 and may also be sentenced to hard labor for up to 90 days in jail. The absence of a child without the consent of the school he or she attends (or should attend) shall be prima facie evidence of the violation of this section. Code of Ala. 16-28-12(a).

Alabama law also provides that it shall be unlawful for any parent, legal guardian, legal custodian, or other person to cause a child to fail to attend school as required by compulsory school attendance law or to willfully aid, encourage, or cause any child to become or remain delinquent, dependent, or in need of supervision. Code of Ala. 12-15-111 (a)(1), (a)(3). A violation of this provision is a Class A misdemeanor and the parent/guardian/custodian faces up to one year in jail and up to a $6,000 fine.

In addition, students that are truant face school discipline as well as possible sanctions through juvenile court, such as court

ordered appearances, probation, electronic monitoring and/or curfews, out-of-home placements, payment of court costs, and/or extensive counseling.

Each local Board of Education has adopted a written policy for its standards on school behavior. Such written policy is provided at the commencement of each academic year. By your signature, you acknowledge and agree that you have read and understood the written policy of your child's school as to attendance and appropriate school behavior.

TRUANCY PREVENTION PROGRAM

Parent/Guardian of students who are excessively absent from school may be required to attend the Truancy Prevention Program. A Dothan City Schools' Parental Involvement Specialist and/or school personnel will be present to discuss the Parent/Guardian responsibilities and assistance programs.

The Juvenile Court has designed programs to intervene with and educate students. The Juvenile Court Judge will notify the school of completion of programs by the student. **Failure to complete programs assigned by the Juvenile Court Judge will result in further Court actions.**

Policy 12: Attendance **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

All students enrolled in the Dothan City School System are required to be in continuous attendance and abide by the policies governing attendance as outlined by the State of Alabama and the local Board of Education. Alabama Legislative Act 93- 672 requires a parent/guardian to be responsible for enrolling their children in school, ensuring that they attend school regularly, and requiring that they conduct themselves properly while in school.

Students are considered present when they are in attendance for 3 ½ hours each day. Students are considered absent if they check in after 11:10 am (Elementary Schools), 11:25 am (Carver 9th Grade Academy), 11:40 am (Dothan High School), 12:00 pm (Dothan Prep Academy & Dothan 6th Grade Center). Students are considered tardy once they arrive on campus after the tardy bell rings. Excused tardies do not count against perfect attendance. Unexcused tardies and early check outs will count against the student's attendance.

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

Parents are encouraged to make medical and dental appointments outside of school hours. **Late check-ins and early check-outs are discouraged because of the instructional time that the student will miss**. However, if appointments are scheduled during the school day, parents should try to **give the school advanced notice**.

Any student leaving school during the school day must check out in the Office of the Principal. A written excuse from the doctor or dentist should be brought to the office when the student checks in during the school day, or on the first day the student returns to school. Students arriving late or picked up early will be considered unexcused if a doctor's excuse is not submitted. A student must be in attendance for at least 3 ½ hours to be counted in attendance for the day.

Students who have appointments scheduled during the school day will not be excused for a whole day of attendance (example: student has a 10:00 am dentist appointment and does not come to school for the entire day). In instances like this, the student should come to school, check out before the appointment, and check back in after the appointment for the remainder of the day.

EXCUSED: An absence may be excused by the principal for the following reasons:

1. student is too ill to attend school,
2. inclement weather which would be dangerous to the life or health of the child if he attends school,
3. legal quarantine,
4. death in the immediate family,
5. out of town trips must be pre-approved by the principal,
6. emergency condition as determined by the superintendent or principal, or
7. a student excused by the principal for attendance at special events, based on Parent/Guardian request, shall be considered absent and excused but shall not be considered to be perfect in attendance. Such approval must be based on a written request submitted and approved in advance by the principal.

UNEXCUSED: Any absence not approved by the principal is unexcused, i.e., work, truancy, suspension, or Parent/Guardian neglect. Patterns of absences will be addressed on an individual basis and reported to the Superintendent's designee.

Documentation of Absences

Elementary students will be given the opportunity to make up work within (5) school days unless extenuating **circumstances** are given consideration by the teacher and/or principal. **Secondary students** must make arrangements with each teacher for make-up work within five (5) days after returning to school, unless extenuating circumstances are given consideration by the teacher and/or principal.

Elementary (K-5)
Only ten (10) parent notes will be accepted per year. Absences beyond ten (10) days per year must be substantiated by a physician's statement unless excused by the principal. Patterns of absences will be addressed on an individual basis and reported to the Superintendent's designee.

Secondary Schools (6-12)
For semester classes, only five (5) parent notes will be accepted per semester. Absences beyond **five (5)** days must be substantiated by a physician's statement unless excused by the principal. If there is no physician's statement, the absence may be appealed to a school attendance hearing committee.

For year-long classes, only ten (10) parent notes will be accepted per year. Absences beyond ten (10) days must be substantiated by a physician's statement unless excused by the principal. If there is no physician's statement, the absence may be appealed to a school attendance hearing committee

All documentation for absences must be received within **two school days** or the absence will be unexcused. All unexcused absences must be reported to the Superintendent's designee on a weekly basis. All schools **must** record absences as excused or unexcused. ***Parental Involvement Specialists and/or School Resource Officers will follow up on subsequent and chronic absences.***

Dothan City Schools Elementary Truancy Procedures for Unexcused Absences per Year (K-5):

- 3rd/4th Unexcused Absence: School will notify Parent/Guardian
- 5th/6th Unexcused Absence: A referral issued to the Houston County Truancy Prevention Project (H.C.T.T.P.)
- 7th Unexcused Absence: Referral to Early Warning Court with the Houston County Juvenile Court Services Subsequent Unexcused Absences: **Complaints and/or referrals for students who are 12 years and older will be referred to Juvenile Services (Referral will result in a petition for the arrest and prosecution of the parent/guardian by the Houston County District Attorney's Office).**

Dothan City Schools Secondary Truancy Procedures for Unexcused Absences per Year (6-12)

- 3rd/4th Unexcused Absence: School notifies Parent/Guardian and/or Parent/Guardian Conference; Give ***It's The Law***
- 5th/6th Unexcused Absence: Issue referral to Houston County Truancy Prevention Project (H.C.T.P.P.)
- 7th Unexcused Absence: Referral to Early Warning Court with the Houston County Juvenile Court Services
- Subsequent Unexcused Absences: **Complaints and / or referrals filed with the Houston County Juvenile Court Services (Referral will result in petition for arrest and prosecuted by the Houston County District Attorney's Office).**

A student is subject to be administratively withdrawn if they have ten (10) or more consecutive unexcused absences.

Policy 14: Over-Age Non-Attending Students **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

In order to learn, students must be regular in attendance. Regular attendance is required of all students enrolled in the Dothan City Schools. It is recognized that students beyond compulsory school age are not required to attend school. Students beyond compulsory school age 18 and over with more than 12 unexcused absences per semester will be subject to termination of enrollment. Administrators are authorized to request approval from the Superintendent's designee to terminate enrollment. The Superintendent's designee, will approve after documented efforts to contact and inform students and Parent/Guardian. Any appropriate agencies serving the student may be notified of the student's non-attendance and termination of enrollment.

Policy 15: Drop-Out/Driver's License **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

(Act 94-820 which amended Act 93-368 as codified in 16-28-40, Code of Alabama 1975)

The Department of Public Safety shall deny a driver's license or learner's permit to any person under 19 who has not received a diploma or certification graduation. Exceptions are students who: are enrolled in a GED program, are enrolled in a secondary school, are participating in an approved job training program, are gainfully employed, are a Parent/Guardian of a minor or unborn child, or are the sole source of transportation for the Parent/Guardian.

The district shall report any student who is 17 years of age and has dropped out to the Department of Public Safety, and their driver's license will be subject to revocation. The driver's license or learner's permit of any enrolled student who accumulates 10 or more consecutive absences or 15 or more cumulative unexcused absences in a given semester will be reported and will be subject to revocation.

Taylor's Law (Act 2009-713, p. 2095, §1)

Section 32-6-7.4

Disciplinary point system - Age of student eligibility.

a. Notwithstanding any other provision of law, each student over the age of 12 years who is enrolled in a public or private secondary school shall be subject to a disciplinary point system for an infraction committed on school property to determine the age at which the student shall be allowed to apply for a learner's permit, motor driven cycle operator's license, driver's license, or any license required by the State of Alabama for the operation of a motor vehicle or vessel. The disciplinary points imposed for a disciplinary action shall be as follows:

1. One day in-school suspension - 1 point.
2. One day out-of-school suspension - 2 points.
3. Alternative school placement - 6 points.
4. Expulsion - 20 points.

b. (1) The points shall accumulate on a yearly basis, beginning with the school year including summer school in which the student turns 13, and accumulate each year until the student is eligible to apply for a driver's license under the imposed point system. Each accumulated point shall add one additional week to the age at which the student is eligible to be issued a learner's permit, motor driven cycle operator's license, or driver's license.

(2) Notwithstanding subdivision (1), the age at which a student may apply for a license or permit shall not be extended by Act 2009-713 beyond one year from the date the student initially applies for a learner's permit, motor driven cycle operator's license, driver's license, or any license required by the State of Alabama for the operation of a motor vehicle or vessel.

c. The following subdivisions are contingent upon the technical capability of the student data management system to track, manage, and coordinate the data:

1. Points shall be accrued on a school-year basis.
2. Points may not accrue for the first three days of in-school suspension in any school year; however, beginning with the fourth day of suspension in any school year, all days, including the first three, of in-school suspension shall be counted in determining the points.
3. Points may not accrue for an initial out-of-school suspension of two days or less in any school year; however, the days of the initial suspension shall be used to determine the points after a second out-of-school suspension in any school year or all days will be used to determine points if the initial suspension exceeds two days.
4. Accumulated points shall be reduced by one-half if the student has not received additional accumulated points for one school year. If no additional points are received for two years, all records of the accumulated points shall be removed from the student's records at the school.

Policy 16: Tardies **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

A student may be considered tardy when he/she is not in their assigned seat when the tardy bell rings. Excused tardies (ex. approved physician note, principal or designee approval) do not count against perfect attendance. Patterns of tardiness will be addressed on an individual basis. **Tardies will start over in the second semester**. Also, early checkouts have a negative effect on your child's success, and will be handled in the same manner as tardies. ***Parental Involvement Specialists and School Counselors will follow up on subsequent and chronic tardies.***
Unexcused tardies result in the loss of perfect attendance for exemption privileges in that class (9-12). In grades (6-8), unexcused tardies result in the loss of perfect attendance.

If your child has checked in late or checked out early, you will see ***Tardy*** on the Parent Portal/Attendance. ***Excused or Unexcused*** will depend on the reason.

Consequences for Unexcused Tardies/Early Checkouts for Elementary School Students (K-5):

3rd, 4th, & 5th Tardy/Early Checkouts:	Written/Verbal Communication with Parent/Guardian
6th Tardy/Early Checkouts:	Mandatory Parent/Guardian Conference and/or Principal's Probation
Subsequent/Chronic Tardies/Early Checkouts:	Parent/Guardian Conference and/or a referral to the Houston County District Attorney's Office as directed by the Superintendent's designee for Dothan City Schools

Consequences for Unexcused Tardies for Secondary School Students (6-8):

3rd Tardy:	Parent/Guardian contact and warning
4th Tardy:	One day In-School Suspension
Subsequent Tardies:	Additional ISS Days

Consequences for Unexcused Tardies for Secondary School Students (9-12):
1st tardy = Teacher warning
2nd tardy = Teacher warning/contact parent
3rd tardy = Administrative warning/contact parent
4th tardy = One day ISS
5th tardy = Two days ISS and or loss of parking pass for 5 school days
6th tardy = Three days ISS
7th tardy = One day suspension/loss of parking pass for 45 school days
8th tardy = One day suspension
9th tardy = One day suspension
10th tardy = Two days suspension and or loss of parking pass for 90 school days
11th tardy and beyond = Use Class II (275)

Policy 17: Check-Ins **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The approved procedures for entering school after the tardy bell has rung signaling the beginning of school are:

a. The student reports to the Attendance Office for an admission slip to enter the classroom.
b. A student must bring a written statement from his/her doctor or a legal note indicating the reason for the student being late.
c. Any K-8th grade student who is absent four (4) periods or more will be recorded as absent that day and cannot participate in any school activity scheduled for that day.
d. Any 9th-12th grade student who is absent 51% or more of the school day will be recorded as absent that day and cannot participate in any school activity scheduled for that day.
e. Any 11th or 12th grade student who is enrolled in the co-op program at the high school level and attends school a full block or more shall be permitted to report to work that day after reporting to the coordinator.

Policy 18: Check-Outs **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The approval procedures for leaving school after the tardy bell has rung signaling the beginning of school are:

a. A student may be allowed to check out at the high school level with the written consent of Parent/Guardian and the advanced approval of the principal prior to the beginning of school on or before the day of check out.
b. Any student not having advanced written approval may not leave campus unless a Parent(s)/Guardian(s) or designated person comes to the school and checks the student out.

c. Under no circumstances may a student leave campus without the approval of the principal or the designee of the principal.

Consequences for Leaving Campus or Class Per Scholastic Year –Secondary School (6-8):
Principal will issue one or more of the following:

- Notify Parent/Guardian and one day In-School Suspension
- Notify Parent/Guardian and two days In-School Suspension
- Notify Parent/Guardian and three days In-School Suspension
- Out-of-School Suspension.
- Principal's Probation

Consequences for Leaving Campus or Class Per Scholastic Year – Secondary School (9-12):
Principal will issue one or more of the following:

- Notify Parent/Guardian and two days In-School Suspension
- Three days In-School Suspension
- Out-of-School Suspension.
- Principal's Probation

Consequences for leaving campus on a motor vehicle without permission will result in:
Principal will issue one or more of the following:

- Notify Parent/Guardian and **Lose Driving Privileges** – 5 days
- Notify Parent/Guardian and **Lose Driving Privileges** – 10 days
- Notify Parent/Guardian and **Lose Driving Privileges** – 2 months
- Notify Parent/Guardian and **Lose Driving Privileges** – Indefinitely

A student who leaves campus without permission is also absent and as a result all consequences for unexcused absences shall apply.

Policy 19: Illness and School Attendance **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

COVID-19 - Please notify school if your child has tested positive, been exposed, or has any correlating signs or symptoms. The school nurse will provide the parent/guardian with further instructions based on DCS guidelines.

Some illnesses that require exclusion from school:
~ Chickenpox ~ COVID-19 ~ Influenza ~ Pink eye ~ Strep throat ~ Impetigo ~ Head lice ~ MRSA

When should your child stay at home?

Below are some helpful guidelines along with your doctor's advice that may assist in helping you make that decision:

1. Fever **100.4** degrees or higher, vomiting or diarrhea within the past 24 hours. **Must be free of fever, diarrhea or vomiting without medication assistance for 24 hours** before returning to school (Ex. checkout at 9:00 a.m. today, may check in no earlier than 9:00 a.m. tomorrow).

2. Persistent cough or runny nose with thick discolored nasal/mucus drainage should be evaluated by the doctor.

3. Rashes should be evaluated by the doctor. Medical note is required when returning to school.

4. Red or pink, itchy eyes with crusty green/yellow drainage that has been evaluated by a doctor may return 24 hours after antibiotic treatment is started.

5. Open sores with drainage should be evaluated by the doctor. Medical note is required when returning to school. Sores should be covered.

6. Ringworm - may attend school after treatment. Infected area(s) are required to be covered while in school. When present on the scalp, it should be evaluated by the doctor. Medical notes are required when returning to school.

7. Head lice - To help prevent further outbreaks, please notify school nurse if your child has lice. This will allow the nurse to check other students that have close contact with your child. We have a "No Nit" policy- ALL NITS must be removed before returning to class. A Parent should accompany their child when returning to school. Child(ren) will be checked by the school nurse upon return to school.

8. Chickenpox - may return to school when the blisters are dried or scabbed over (5-10 days). A doctor's note is required to return to school.

It is important for the health of all students and staff that your child does not attend school when sick. However, if you have any concerns about your child's illness, always contact your doctor.

Policy 20: Immunization Certification Requirement **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The state of Alabama requires all students in public or private school to provide a valid certificate of immunization (Alabama Code 420-6-1). The certificate may be obtained from the Houston County Health Department (appointment is needed) or your child's physician.

Originally Adopted October 22, 2009

Policy 21: School Attendance Areas **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

All students shall reside within the city limits of the City of Dothan.

All students attending the Dothan City Schools shall attend the school for which they are zoned according to the school zone plan currently in effect, except as noted in the Dothan City School Board Policy.

If a student is attending a school other than the school he/she is assigned to by such zone lines, that student will not be allowed to continue in that school. The student will not be allowed to participate in extra-curricular activities, or represent the school to which he/she is zoned for the remainder of that school year.

6.01.2 Admission to Schools -

a. *Resident Students* – School-age children who reside within the municipal limits of the City of Dothan, Alabama may be admitted to Dothan City Schools. For purposes of this policy, the residence of the student will be the residence of the custodial parent or legal guardian. If custody of the child is shared, alternating, or unclear, of if the child does not reside with a custodial parent or legal guardian, the domicile or actual physical residence of the child will control, except when there is evidence that the claimed residence of the child is not his actual residence, or that the claimed residence is fraudulently given as a means of avoiding or violating admission, enrollment, attendance, and residency standards and requirements. The board only recognizes legal guardianship documents as approved by a

court of law. Educational guardianship forms are not recognized as legal guardianship.

b. *Children of Employees –*

1. Dothan City Schools may allow non-resident students who are children of employees of Dothan City Schools or children of employees of the City of Dothan to attend Dothan City Schools if said students meet the following requirements:

    a. Child(ren) are in good academic standing, and are in the age-appropriate grade;
    b. Child(ren) are not habitually truant;
    c. Child(ren) are not under (or subject to) disciplinary action from prior school.

Their placement will be at the school or zone in which their parent works or may be determined by the Superintendent based upon enrollment or other factors.

2. *Out of District Students*:

Pupils in grades K-12 who do not reside within the corporate limits of the City of Dothan may apply for enrollment in the Dothan City School District. The school system may require the payment of tuition as a prerequisite to enrollment. At the beginning of the school year, out-of-district students may apply only between dates identified by the superintendent. Applications must be submitted to the school that the student wishes to attend. Applications must be hand-delivered. They will not be accepted by mail, email, or fax. Kindergarten students will be registered on Kindergarten Registration Day. All applicants will receive written notification of the approval or denial of the application. Applicants will be notified of their status no later than five days before the start of school. Enrollment of students who are unable to meet the open enrollment application deadline due to extenuating circumstances such as moving to Houston County after the deadline may request that the timeline be waived by the Dothan City School District. The Board's intent is to allow waivers of the timeline for acceptance of out-of-district enrollment applications only when space is available. These requests will be determined on a case-by-case basis by the Superintendent or designee.

a. Application: All out-of-district applicants who are permitted to attend the Dothan City Schools shall complete a school registration form. The review process will not be delayed by failure to submit supporting documentation. Applications for out-of-district enrollment shall be considered on a "first-come, first-served" basis. In situations in which space is limited, priority will be given to a student who:

    i. Has a sibling enrolled at the requested school; or
    ii. Was enrolled in the Dothan City School the previous year.

b. Admission: Admission to the Dothan City School System will be based on availability according to class sizes and campus capacity as identified in this policy. The Superintendent or designee may deny an out-of-district enrollment request when such enrollment would have a negative impact on the efficient use of district resources. The Superintendent or designee may set numerical limits defining hardship for grade levels or programs to provide for appropriate and efficient use of facilities and staff. The student to teacher ratios shall not exceed the overload class/teacher limits outlined below:

- K-3 20 students to a class
- 4-6 26 students to a class
- 7-12 29 students per class and/or course availability

Campus capacities shall be established by the following enrollment maximums:

- Beverlye Intermediate School – 480
- Carver 9th Grade Academy - 720
- Carver School of Math, Science, and Technology - 400
- Dothan High School – 1,600
- Dothan Preparatory Academy – 1,472
- Dothan 6th Grade Center - 560
- Girard Elementary- 400
- Heard Elementary - 416
- Hidden Lake Primary - 560
- Highlands Elementary - 576
- Jerry Lee Faine Elementary - 320
- Kelly Springs Elementary -576
- Morris Slingluff Elementary - 416
- Selma Street Elementary – 360

c. Factors which cause an out-of-district enrollment to be denied include:

i. A school, grade or program(s) has a lack of available space, staff, or support services, taking in-district enrollment projections into consideration;
ii. The school requested does not offer appropriate programs, is not structured or equipped with the necessary facilities to meet the needs of the student, or does not offer a particular program requested;
iii. The student does not meet the eligibility criteria for participation in a particular program including age requirements, course prerequisites, and required levels of academic performance;
iv. The student is not in good academic standing, and is not in the age-appropriate grade;
v. The student has been suspended or expelled from school, or is in the process of being expelled;
vi. The student has withdrawn from a school to avoid possible suspension or expulsion;
vii. The student has a history of documented disciplinary infractions within the past three (3) years;
viii. The student has been adjudicated or convicted of a crime; or is affiliated with gang activity;
ix. The student has a record of excessive absences or truancy from school; or
x. Information on the enrollment application was misrepresented or incomplete.
xi. Additionally, the Dothan City School District shall not consent to any transfers from another school district where the cumulative effect will reduce desegregation in the Dothan City School District.

d. Approval Process: The out-of-district approval process is as follows:

i. The parent or guardian must submit a completed application and provide any and all supplemental information requested by the district by the required timeline.
ii. The receiving school principal sends the form to the superintendent's designee.
iii. The superintendent's designee makes a recommendation to approve or not approve the enrollment application.
iv. The superintendent's designee approves or denies the request.
v. The parent or guardian is informed of the decision of the superintendent's designee.

An approved application shall be valid for one year only. All nonresidents must reapply each year. Parents/guardians are responsible for transporting students accepted under this policy.

i. Revocation: The Dothan City School System reserves the right to revoke the enrollment status of an out-of-district student at any time because of unacceptable behavior, excessive truancy or because of false, misleading or incomplete information on the enrollment application. In the event of a revocation, the Superintendent or designee shall inform the parent/guardian of the circumstances which resulted in the revocation decision. There is no appeal process; the decision of the Superintendent is final.

ii. Eligibility for school-related functions: Non-resident students admitted under this policy shall be subject to the eligibility rules established by the Alabama High School Athletic Association. In addition, non-resident students shall not qualify for elected positions within the school until they have maintained enrollment for a minimum of one full academic year. Non-resident students shall not qualify for valedictorian or salutatorian unless they have completed a minimum of two consecutive academic years at Dothan High/Dothan City Virtual School.

**Nothing in this policy shall interfere with the settlement agreement between Dothan City Schools and Dale County Schools or the stipulation that is set forth in the CHOOSE ACT. If admitted under the CHOOSE ACT, a $7,000 annual tuition charge will be assessed.*

Policy 22: Attendance Zones and Transfers **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Definitions: Grading Period – Nine (9) weeks as adopted in the school calendar.
Change Date – The first day on which the student attends the new school.
Move Date – The first day on which a student's true place of residence changes.

NOTE - A student's true place of residence is defined as the given address where said student and parent/guardian reside at night (where the student and parent/guardian lay their heads down at night). Home visits by Dothan City School employees can be done to verify a student's true residence.

I. Provisions for students who have changed their true place of residence:
   - Students whose Move Date occurs *during* the first 9 weeks of a school year may remain at the original school until the end of that grading period. However, Parent/Guardian will be responsible for transportation and must follow the Dothan City Schools Attendance Policy.
   - Students whose Move Date occurs *after* the first 9 weeks of a school year may remain at the original school until the end of the grading period in which the move occurs. However, Parent/Guardian will be responsible for transportation and must follow the Dothan City Schools Attendance Policy.
   - Students whose move date occurs during the third 9 weeks of a school year may remain at the original school until the end of the school year. However, Parent/Guardian will be responsible for transportation and must follow the Dothan City Schools Attendance Policy.
   - Students whose Move Date occurs during the summer recess shall attend school corresponding to their new address.

II. Provisions for students who are anticipated to be changing their true place of residence:
   - If a Parent/Guardian states, in writing, to school principal to whose school the child is not zoned prior to the beginning of a school year, that the student and custodial Parent/Guardian will have a true place of residence in that school's zone before the end of the first nine weeks of the school year, the student may attend the school for the first nine weeks only. If at the end of the first nine weeks, the student is not a legal resident of the school zone, the student must transfer to the correct school zone.

III. Provisions for students living outside the City Limits of Dothan:
   - No student may enroll in the Dothan City Schools whose custodial Parent/Guardian does not have a true place of residence within the City Limits of Dothan except as noted below.
   - A student who moves out of the City Limits during any grading period may finish grading period only in the Dothan City Schools.
   - Children of employees of the Dothan City Schools system that live outside of the Dothan City limits may attend Dothan City Schools.

IV. Parent/Guardian with two or more places of residence:
- Parent/Guardian having two or more places of residence with one or more children in the school system must only use one address for all children.
- Divorced Parent/Guardian who have joint custody of children must use the address where the children live the majority of the time.

V. Students found to be in violation of a provision of this policy:
- Any student found to be in violation of this policy shall transfer to the correct school or withdraw within five school days of such discovery. This shall be the case regardless of the reason for such violation, including school employee's error, falsification, or honest mistake.

Policy 23: School Bus Discipline **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The principal or his designee has the authority to deny a student the privilege of riding a school bus. This denial, based on the misconduct of the students, will be for a reasonable and specified period of time. The Parent/Guardian will be notified prior to the suspension from the bus. Alternative consequences may be developed by the Principal or designee as circumstances warrant.

All bus drivers have received formal orientation/training on rules and behavioral management of students while students are being transported. Bus drivers are encouraged to explain the rules to students during the first two weeks of school, periodically as necessary, and for new students as they begin riding the bus. **The procedure specified in the Disciplinary Action for school bus offenses may not be followed for serious misconduct. The Code of Conduct, as it applies to Class I, II and III, may be applied as necessary.**

CHARLES "CHUCK" POLAND, JR. ACT (ALABAMA ACT 2013-347)

- No trespassing on school buses
- Offenders will be prosecuted to the fullest extent of the law
- Punishment could result in a fine of up to $6000 and up to one year in jail

Use of Tobacco/Vape Products on the School Bus
All Dothan City School buses are a tobacco/vape free form of transportation. Class II consequences 1st offense up to 2 days off the bus, 2nd offense up to 3 days off bus, and 3rd offense refer to code 300.

Expectations for Student Behavior on Dothan City School Buses

- Always follow the bus driver's/aide's instructions.
- Show respect for everyone.
- Remain seated in your assigned seat, always facing forward.
- Keep your head and arms inside the bus.
- Keep your feet and backpacks out of the aisle.
- Keep your hands, feet, books, pencils, etc. to yourself.
- Talk with an inside voice using appropriate language.
- No eating or drinking on the bus without driver's permission.
- No talking at railroad crossings.
- The use of electronic devices should be in the silent or vibrate mode and require the use of headphones.
- Do not spray perfume, cologne, or other strong scents while on school bus

Disciplinary Consequences for Elementary Students Riding School Bus (Referral to Principal or Designee) (K-5):
First Referral – conference with student by principal or designee, copy of referral to Parent/Guardian, and contact made with Parent/Guardian. (Severe first referral offenses will be at principal discretion).
Second Referral – bus privilege denied for 3 days or as designated by the principal or designee.
Third Referral – bus privilege denied for 6 days or as designated by the principal or designee.
Fourth Referral – bus privilege denied for 12 days or as designated by the principal or designee.
Subsequent Referrals – Permanent removal from bus for one (1) full calendar year.

Note: Horse playing (rough or rowdy play) or fighting on the first offense will result in 10 days bus suspension, However, depending on the severity of the incident, suspension may result in more than 10 days.
Note: Any damages by the student to the bus would require reimbursement by the student's parent/guardian.
Note: If a student is denied bus privileges due to misconduct, Parent/Guardian will be responsible for student's transportation to and from school each day.
Note: Parent/Guardian using Dothan City School bus transportation, and living in motels/hotels, will meet elementary age students at the afternoon bus stop. If a parent/guardian of a K-1 student is not at the afternoon bus stop to meet the student, the following consequences will be deemed necessary:

- 1st offense – Warning
- 2nd offense – Warning
- 3rd offense – Bus privilege denied for remainder of school year

Disciplinary Consequences for Secondary School Students Riding School Bus (Referral to Principal or Designee) (6-12):
First Referral – conference with student by principal or designee, copy of referral to Parent/Guardian, and contact made with Parent/Guardian.
Second Referral – bus privilege denied for 6 days or as designated by the principal or designee.
Third Referral – bus privilege denied for 12 days or as designated by the principal or designee.
Subsequent Referrals – Permanent removal from bus for one (1) full calendar year.

Note: According to severity of offense, the principal or designee may use discretion in assigning consequences.
Note: Any damages by the student to the bus would require reimbursement by the student's parent/guardian.
Note: If a student is denied bus privileges due to misconduct, Parent/Guardian will be responsible for student's transportation to and from school each day.

In conformance with Board policy, students may be permanently removed from the school bus for fighting on the school bus.

Fighting on the School Bus
Students who ride the buses of Dothan City Schools and who fight create a dangerous situation for themselves and others. Therefore, the Board of Education, in recognition of the dangerous condition, (the possibility of causing a wreck, and physical harm to students) adopts the following as policy:

Elementary Consequences: Refer to Classification of Violations Section for fighting

Secondary Consequences: Refer to Classification of Violations Section for fighting

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Policy 24: Dothan City Schools Student Dress Code (Grades K-12) **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

DRESS CODE

It is the policy of the Board of Education that good grooming and personal appearance are essential, if not critical, elements in the teaching and learning process. Therefore, it is expected that students dress in such a manner that will ensure the health and safety of the school. Furthermore, the dress and personal appearance will not be disruptive or interfere with the legitimate interest and welfare of students. Students are also expected to choose their clothes in good taste, wearing only those clothes which are appropriate for the educational environment. All students are expected to comply with the Dress Code. For compelling reasons, such as medical requirements, the principal or superintendent may, at their discretion, review an individual situation to determine whether a modification of a provision is required for the health and safety of a particular student or for other compelling reasons. The School Administration will judge the appropriateness of any "fad" or questionable article of apparel. With this in mind, the following rules concerning dress and grooming are mandatory for all students attending Dothan City Schools. Students who fail to follow these rules will be subject to disciplinary action.

Bottoms

- Students are to wear clothing (bottoms) in the manner it was designed to work, i.e., clothing worn backward or inside-out, is not allowed. Specifically, pants worn too low (lowriders), too long, or excessively large or tight are not permitted. All pants (including shorts and skirts) will be worn at the natural waist level.
- Leggings are not considered pants and must be worn with appropriate clothing. Shirts, skirts, shorts, etc. should be worn and may not exceed higher than mid-thigh.
- Jeans, pants and skirts with holes, cuts, and or slits are permitted if skin is not showing higher than mid-thigh.
- Pajama style pants are not allowed.
- Dresses/Skirts/Shorts must be worn at mid-thigh length.
- Splits may not exceed higher than mid-thigh.

Accessories

- Students are not to wear jewelry, ornaments or accessories (fingernails) which distract from the learning environment or may pose a safety risk/hazard (ex. Excessively large, noisy jewelry, caps, flags, quilts, and/or belts). No decorative dental appliances (whether permanent or temporary) or decorative contact lenses will be allowed, unless prescribed by a physician or dentist.
- During the day, students are not to wear caps, hats, bandannas, sunglasses (unless prescribed by a physician) or other headwear (ex. Hoodie pulled up over head, ski hat, etc.) which completely covers the head. Combs, hair picks, hair socks or curlers are not allowed to be worn.
- Students are not to wear heavy metal chains, metal spiked apparel or accessories, etc. Belts must be fastened and positioned completely within the belt loops with no belt excess hanging down. Suspender straps (including overall straps) must be worn on the shoulder as designed.
- No blankets
- No trench coats

Tops

- Students are not to wear clothing (tops) that reveals the body in an inappropriate manner. (Examples: clothing which is too tight, too short, bare at the midriff when arms are fully extended above the students' head, bare at the sides, "spaghetti strap" type tops, off-the shoulder tops, razor-back tops, low-cut front or backless tops, sheer or see-thru clothing, etc.) Undergarments (Bra etc.) should be worn in appropriate manner and should not be visible.
- T-shirts or any other type of clothing or personal item bearing a reference to alcoholic beverages, tobacco products, drugs, drug-related slogans and/or any other wording, drawing, pictures, etc., which in any way can be interpreted as being profane, suggestive, obscene, or offensive, etc. are not permitted.
- Clothing and/or accessories which are disruptive or distracting to the learning environment or which identifies a student as being a member of a gang or unlawful organization will not be allowed.

Shoes

- Students are required to wear appropriate shoes to school at all times. Boots with chains, steel toes, or other metal reinforcement are not allowed. Bedroom shoes/house slippers, shoes with wheels are not allowed.

Discipline for Dress Code Violations

Elementary

1st Offense	Call parent/change clothes
2nd Offense	Call parent/change clothes
3rd Offense	ISS/Alternate Placement 1 Day
4th Offense	Refer to 299

Secondary

1st Offense	Call parent/change clothes; if clothes can't be changed, the student will go to ISS 1 Day
2nd Offense	Call parent/change clothes; if clothes can't be changed, the student will go to ISS 2 Days
3rd Offense	Call parent/change clothes; 2 days OSS
4th Offense	Refer to 299

Policy 25: Anonymous Tip Line Alerts **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Anonymous Tip Line contact form can be found on the DCS website: www.dothan.k12.al.us

Students or parents in the school community can anonymously submit any suspicious activity, bullying or other student related issues to a school administrator(s). We encourage you to report important issues. Once you complete the contact form below, you will receive confirmation that your information has been submitted to the school district.
False reporting will be taken seriously to the full extent of the law.
This system will be monitored between the hours of 7 am to 5 pm during the school year. Any reports submitted outside of these hours or during holidays will be responded to during the following normally scheduled school day. Please do not use this system for issues requiring immediate assistance.
If this is an emergency requiring immediate assistance, please call 911.

Policy 26: Harassment, Violence, and Threats of Violence **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

I. Prohibition:
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 sanctions.

II. 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:
1. Place a student in reasonable fear of harm to his or her person or damage to his or her property.

2. Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.

3. Have the effect of substantially disrupting or interfering with the orderly operation of the school.

4. Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function.

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

b. The term "violence" as used in this policy means the infliction of physical force by a student with the intent to cause injury to another student or damage to the property of another student.

c. The term "threat of violence" as used in this policy means an expression of intention to inflict injury or damage that is made by a student or 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 Dothan City School system.

III. Description of Behavior Expected of Students:

a. Students are expected to treat other students with courtesy, respect, and dignity and comply with the Code of Student Conduct. Students are expected and required (1) to comply with the requirements of law, policy, regulation, and rules prohibiting harassment, 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. 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:
   1. The student's race;
   2. The student's gender;
   3. The student's sexual orientation;
   4. The student's religion;
   5. The student's national origin; or
   6. The student's disability.

IV. Consequences of Violations:
A series of graduated consequences for any violation of this policy will be those outlined in the Code of Student Conduct or any rule or standard adopted under authority of this policy.

V. Reporting, Investigation, and Complaint Resolution Procedures:

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

b. Upon receipt of the complaint, the principal or the principal's designee will, in collaboration with the Title IX Director, 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 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 Code of Student Conduct. 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 Code of Student Conduct.

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.

Originally Adopted by the Board of Education March 21, 2011

Policy 27: Sexual Harassment **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

(Education Amendments of 1972 Title IX)

I. Prohibited Conduct:
Employees and students shall not engage in conduct constituting sexual harassment. Sexual harassment is illegal and will not be tolerated. The Dothan City Board shall investigate all allegations of sexual harassment and take appropriate action against employees and students who engage in sexual harassment. Sanctions against employees for violation of this policy may include verbal or written warning, transfer, suspension, or termination of employment. Sanctions against students for violation of this policy may include verbal or written warning, in-school suspensions, alternative school placement, suspension, or expulsion as provided in the Code of Student Conduct.

II. Definition:
Sexual Harassment (per Final Regulations 2020) - any of the following conduct on the basis of sex constitutes sexual harassment:
1. A school employee conditioning an educational benefit or service upon a person's participation in unwelcome sexual conduct (often called "quid pro quo" harassment
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity
3. Sexual assault, dating violence, domestic violence, or stalking (as those offenses are defined in the Clery Act, 20 U.S.C. 1092, and the Violence Against Women Act, 34 U.S.C. 12291(a)

Responsible Employee - *106.44 (a) General response to sexual harassment.* A recipient with actual knowledge of sexual harassment in an education program or activity of the recipient against a person in the United States, must respond promptly in a manner that is not deliberately indifferent.

Complainant - person alleges sexual harassment

Respondent - recipient of the alleged sexual harassment

III. Grievance Procedure:
This grievance procedure is established to provide recourse for any person who feels that his/her civil rights have been violated as set out in the Civil Rights Act of 1964 (Title VII) (as amended), the Education Amendments of 1972 (Title IX), or Section 504 of the Rehabilitation Act of 1972. This procedure applies to any student, prospective student, employee, or prospective employee:

1. A student who believes he or she has been or is being subjected to any form of sexual harassment shall report the matter to his or her teacher, counselor, assistant principal, principal, or the Superintendent.

2. A student may request the right to make his or her report of sexual harassment to the proper authority of the same gender as the student.

3. No student alleging sexual harassment shall be required to present the matter to the person who is the subject of the complaint if the subject of the complaint is an employee of the Dothan City Board of Education.

4. The responsible employee receiving a complaint of sexual harassment from a student or prospective student shall contact the Title IX Director immediately.

5. If a complaint is made regarding sexual harassment, the Title IX Director must be notified immediately. Appropriate measures will be taken to notify law enforcement while simultaneously conducting site- based investigations.

6. If the sexual harassment is from an adult and directed towards a student or juvenile, the individual receiving a complaint of sexual harassment shall immediately notify the Title IX Director who will assess the information and follow guidelines for conducting an investigation. Appropriate law enforcement officials will be notified as applicable.

7. The original *Grievance Form A* found online at dothan.k12.al.us under Departments, Human Resources and Personnel Services, Title IX webpage and under Departments, Human Resources and Personnel Services, Personnel Resources, Formal and Informal Grievances must be filed with the Title IX Coordinator within 30 calendar days following the date of the alleged violation(s). The alleged violation(s) must be clearly and specifically stated. The form must be completed in entirety with signatures. The complainant should keep a copy of all forms used.

8. **Investigation Process**
    1. *Formal Complaint* signed - written notification requesting the school system conduct an investigation
    2. *Notice of Allegations* submitted to respondent and copy to complainant
    3. *Notice of Investigation* - Investigator assigned who will begin the prompt (45-60 days) process by providing notice to parties of all meetings and interviews.
        - Complainant and Respondent are allowed to have an advisor of their choice at all meetings/interviews.
    4. *Review of Evidence* - opportunity for parties to inspect, review, and respond to all evidence directly related to allegations -relevant evidence or not relevant evidence – 10 day timeline for written response from either party before finalizing the report.
    5. *Review of Report* - Opportunity for parties to review the investigation report within 10 days and submit a written response for the decision maker. Investigation report considers responses to evidence; includes all inculpatory and exculpatory evidence; summarizes the relevant evident and submit creditable assessment of the evidence.

9. **Decision Maker** - Receives investigation report and written responses from the parties; completes the review of the evidence and prepare final determination based on the evidence; affords both parties an opportunity for questions and answers regarding the contents of the investigation; determines relevance of questions with written justification; submits all relevant questions to either party for answers; submits written determination to the Title IX Coordinator. To reach this determination, Dothan City Schools will apply the preponderance of evidence as a standard of evidence- meaning evidence supports what is more likely than not to have happened.

    a. A written response to the student's complaint will be provided to the student, Parent/Guardian, and law enforcement personnel, if appropriate, simultaneously.

2. **Appeals Process** -The following information outlines the Dothan City Schools Appeals process. The Complainant or the Respondent may appeal a decision as permitted by the DCS District's policy, which includes a requirement that either party must file an appeal within twenty (20) days of a determination by requesting the appeal in writing to the Superintendent.

    a. An appeal may be based upon any of the following:
        I. Procedural irregularity that affected the outcome of the matter.

II. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter.

III. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

The determination regarding responsibility becomes final either on the date that Dothan City Schools provides the parties with the written determination of the result of the appeal, if an appeal is filed, or appeal is not filed, the date on which an appeal would no longer be considered timely.

11. Complainant has the right to file a complaint directly with the Office of Civil Rights of the U.S. Department of Education. All parties shall have the right to legal counsel and to produce witnesses on their own behalf.

IV. Protection of Complainant:
No employee or student shall be subject to adverse action in retaliation for any good faith report of sexual harassment under this policy. To the fullest extent practical, all reports of sexual harassment will be kept confidential.

Originally Adopted by the Board of Education November 15, 1993

Annalyn's Law ACT 2018-528

The superintendent shall be notified by local law enforcement when a low-risk juvenile sex offender is enrolled or attending school within the Board's jurisdiction for the purpose of appropriate supervision during the school day and during school activities.

Erin's Law Act 2015-456

Requires local school boards to adopt guidelines for a child sexual abuse prevention instructional policy, training for Grades K-12 educators on recognizing and avoiding child sexual abuse, and an age-appropriate curriculum in public schools on child sexual abuse prevention education. FY16-2031



HARASSMENT GRIEVANCE REPORT
Form A
***Can Be Filed in person or by postal mail or email to beguilford@dothan.k12.al.us**

Complainant's Victim's Name: _____ School: _____ Tel# of Parent: _____

Name of Alleged Respondent: _____

Date and Place of Incident(s): _____

_____

Description of Incident(s): _____

_____

_____

_____

Names of Witnesses: _____

_____

Evidence of Harassment, e.g., letters, photos: _____

_____

Any Other Information: _____

_____

_____

_____

I agree that all the information on this form is accurate and true to the best of my knowledge. I am requesting that Dothan City Schools conduct an investigation into these allegations.

Name: _____

Signature:_____

Address: _____

Date: _____

Received by: _____Position:_____

School: _____Date: _____Time: _____

Policy 28: Medication Information **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The goal of the school system regarding the administration of medication during school hours is to assist students in maintaining an optimal state of wellness, thus enhancing the educational experience.

Minor illness should be treated at home by the Parent/Guardian. For example, a student with a cold severe enough to require medication should remain at home.

Medication prescribed for two or three times a day should be given at home – just before leaving for school, upon returning home in the afternoon, and at bedtime. The only exception to this schedule is medication that must be given during school hours per physician request.

The Dothan City School System will assist the Parent/Guardian with the delegation/administration of medication to the school their child attends. The school nurses will work with schools to set up safe and effective guidelines in medication administration. The school nurses will provide instruction to the person(s) designated to administer the medications.

Parent/Guardian's Responsibility

- The Parent/Guardian and physician must complete the School Medication/Prescriber Parent Authorization Form each school year granting permission for prescribed medication to be given at school.
- The Parent/Guardian must provide the school with medication in original package/bottle, unopened, with prescription label attached.
- The Parent/Guardian must provide the school with a new signed School Medication/Prescriber Parent Authorization Form if medication orders are changed or discontinued during the school year.
- The Parent/Guardian or the Parent/Guardian designated responsible adult shall deliver all medication to the designated school personnel.
- The Parent/Guardian shall pick up student's medication at the end of the school year.
- The Parent/Guardian shall give the first dose of a new medication at home in case of possible allergic reaction.
- The Parent/Guardian must provide the school with a new signed School Medication/Prescriber Parent Authorization Form for over-the-counter medications. The medication must be in the original, unopened, unexpired container, and be age appropriate. The school does not stock over-the-counter medications.

School's Responsibility

- The School Nurse shall designate specific personnel who shall ensure the right student gets the right medication in the right dosage by the right route at the right time and is documented in the right way.
- The designated school personnel that are assigned to administer medication will follow the medication protocol, and administer medication in a safe setting.
- The designated school personnel will count all controlled drugs when they are received.
- The designated school personnel will not administer oral medication to a student who has recently vomited.
- In the event of an allergic reaction or an emergency situation involving medication, the school will handle the problem as any other medical emergency.
- The designated school personnel will administer sample medication provided from the health care provider's office according to the Medication Authorization Forms written directions from the physician or health care provider.

- The designated school personnel will contact the School Nurse when there are any discrepancies concerning medication administration (i.e. change in medication, discontinuation of medication, dosage, student refusal to take medication, label different from instructions, label is unclear, or label is torn). This medication will not be given until clarification is obtained from School Nurse.

Student's Responsibility

- Students will not deliver medications to the school.
- Students may self-medicate only when they have met the criteria for self-administration according to Dothan City School Medication Policy and doctor's orders.
- Students who have doctor's orders to have medication on their person, i.e. asthma inhaler or EPI-Pen, will not share medication with other students.
- Students will notify their teacher/school personnel at the onset of any distress or allergic reaction. The student will know where his/her medication is kept and be familiar with personnel action plan for self- medication.

Questions and Answers Regarding Medication

Q. Why should Parent/Guardian/guardian bring student's medication to school?
The Dothan City School System does not want to place any child in a situation where they may be confronted for drugs. Ritalin, as well as other drugs, has a street value. When the Parent/Guardian bring the medication, this ensures no other child will tamper with the medication.

Q. Why can't the school stock over the counter medication?

The school does not need to be in the position of diagnosing and treating your child's illness. That responsibility rests between the Parent/Guardian and their physician.

Q. Why can't my child keep his/her medication?

To protect all children from taking medication belonging to another child – no child may keep medication on their person at school. The only exception would be EPI-Pens or like emergency treatment.

Q. Why does the school need to count medication?

This keeps the Parent/Guardian/guardian and the school informed of the amount of medication the school has on hand.

Q. Why can't I write on my child's prescription bottle?

Prescription bottles can get smeared and very difficult to read. It is never a good practice to write on a prescription bottle.

Q. Why can't the school provide and give medication for minor pain?

The school personnel cannot be placed in the situation to judge between minor or major pain unless they are trained and licensed medical personnel. Most schools do not have full time trained and licensed medical personnel. If the student complains of pain the Parent/Guardian will be notified.

Additional information regarding medications can be found in the Dothan City Schools System's Policy on Medication.

Originally Adopted by the Board of Education July 1997 and Updated October 2006

Policy 29: Student Disciplinary Tribunal **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

District level due process hearings are conducted by the Student Disciplinary Tribunal, which hears evidence concerning charges of student misconduct, and if proven, may require consequences greater than a nine school-day suspension.

The Student Disciplinary Tribunal will consist of up to three (3) people with administrative experience who are not from the school of the student being brought before the Tribunal. The Student Disciplinary Tribunal has the authority to issue a short-term suspension, long-term suspension, alternative school placement, virtual program placement, expulsion or permanent expulsion of any student found to have violated the Code of Conduct. If a hearing is called (by the Superintendent or designee), the student can remain at school so long as the Principal does not consider the student a dangerous threat to the school. If considered a dangerous threat, the student will be suspended from school until the hearing can be held. The hearing should be held no later than two (2) working weeks after the beginning of the suspension, unless the parent and school mutually agree to an extension or the conduct of the student or parent causes a delay beyond said two (2) working weeks. Prior to the hearing, students and parents will receive a notice to include the following:

1. The rules or policies which the student has allegedly violated.
2. A description of the student's acts.
3. The time and place for the hearing. Note: If the parent/guardian or student fails to appear, the hearing will be rescheduled. Following the rescheduled hearing date, the hearing will proceed as scheduled regardless of the attendance of the parent/guardian or student.
4. The student is entitled to request witnesses to be present at the hearing and the student will have the right to present evidence, examine any and all witnesses presented, and have an attorney to represent the student at the hearing. School administrators should be notified prior to the hearing if a subpoena is to be issued by the Superintendent.

At the hearing, students and parents will have the right to present witnesses and evidence, to examine any evidence, question all witnesses, and to have an attorney, at the parent's expense, to represent the student. The decision of the Student Disciplinary Tribunal may be appealed by submitting a written notice of appeal to the Superintendent within ten (10) calendar days from the date the decision is delivered to the parent/guardian via phone call from the Tribunal Chairperson. The appeal should be sent to the attention of the Superintendent at 1665 Honeysuckle Rd., Suite 1, Dothan, Alabama 36305.

A student disciplinary hearing is formal, although the strict rules of evidence as applied in court do not apply in a disciplinary hearing. The Student Disciplinary Tribunal will determine the innocence or guilt of a student accused of violating the Student Code of Conduct. Although the school has the burden of establishing guilt, the student should be prepared to present evidence and witnesses to support their innocence.

The Student Disciplinary Tribunal will make a verbatim record of any information orally presented at the hearing. All statements and documentary evidence shall be kept on file by the Superintendent's Tribunal Chairperson for a period of ten (10) days after the date of the disciplinary hearing if no appeal is filed, and for an additional twenty (20) days after the completion of an appeal.

All parties shall be afforded an opportunity to present and respond to evidence and to examine and cross-examine witnesses about any matters logically relevant to the charge against the student. The Student Disciplinary Tribunal may limit unproductively long or irrelevant questioning. The parents or legal guardian of the student and any victims may give testimony at the hearing and make a statement to the Student Disciplinary Tribunal concerning their feelings about the proper disposition of the case and to answer any questions. The student may be represented by counsel at the student's expense at the hearing. If parents intend to be represented by counsel at the disciplinary hearing, the parents must notify the school forty-eight (48) hours prior to the start of the hearing so that the school district may elect to retain legal counsel to represent its interests.

All parties shall be entitled to subpoena witnesses for the hearing. A student or parent/guardian shall submit all requests for subpoenas to the student's principal at least forty-eight (48) hours prior to the time of the disciplinary hearing.

All student disciplinary proceedings and hearings conducted by either the Student Disciplinary Tribunal or the Board of Education are confidential and are not subject to the open meetings law. Any written records, transcripts, exhibits or other documents assembled or used in any manner with regard to the conduct of any student disciplinary hearing are not public records and are not subject to public inspection.

When a hearing is appealed, the Dothan City Board of Education will review the record of the hearing, consider evidence and hear any oral arguments along with written statements concerning the merits of the appeal that has been submitted. The Board will make a decision based on the record, written statements and/or oral arguments. The Board will notify the students and parents, in writing, of the Board's decision. The Board has the power to affirm, reverse, or modify the student disciplinary tribunal's decision.

Policy 30: Waiver of the Student Disciplinary Hearing **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

A parent/guardian and student may choose to waive the student disciplinary hearing and accept the appropriate consequences for the incident by completing and signing a Waiver of the Student Disciplinary Tribunal Hearing. By submitting a waiver, the parent/guardian and student agree to the decision and waive any future challenges and appeals relative to that incident. In such cases, an agreement may be negotiated which would include the parent's or student's waiver of right to hearing before a disciplinary tribunal, the stated charge(s) and the agreed upon consequence.

1665 Honeysuckle Rd., Suite 1
Dothan, AL 36305

WAIVER OF THE STUDENT DISCIPLINARY TRIBUNAL HEARING

I/We, _____, the parent(s)/legal guardian(s) of _____, waive my/our rights to a due process hearing before the Student Disciplinary Tribunal Committee as authorized by the Dothan City Board of Education. I/We understand by execution of this Waiver my/our child will be assigned to alternative placement for violation of the Code of Student Conduct Manual for Dothan City Schools as follows: (check one)

- Elementary – Class III / Code: _____.
- Secondary – Class III / Code: _____.

We agree to the following disciplinary actions: (*To Be Completed By School Administrators*)

_____

_____

_____

_____

_____

_____

AGREED to this _____ day of _____, 20____.

_____ _____
*Parent/Guardian – **Print Name*** *Parent/Guardian Signature*

_____ _____
*Parent/Guardian – **Print Name*** *Parent/Guardian Signature*

_____ _____
*Student – **Print Name*** *Student Signature*

_____ _____
*Principal – **Print Name*** *Principal Signature*

_____ _____
Superintendent Designee
Print Name *Superintendent Designee Signature*

Policy 31: Dothan City Technology Usage Policy **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Dothan City Schools Technology Usage Policy

INTRODUCTION:

Electronic instructional materials are selected by Dothan City School System to implement, enrich, and support the educational program for students. These materials must serve both the breadth of the curriculum and the needs and interests of individual students and employees. To this end, policies must be in place to assure the selection of materials of the highest quality and appropriateness. **The policies contained within this document are to serve as legal and acceptable use of the Dothan City Schools network (DCSNet), as well as, copyright and acceptable use of video and software within the classroom environment.**

DCSNet Acceptable Use Policy establishes policies and guidelines for the use of the Internet and the Dothan City School System wide area network for students and Dothan City School System for employees. **The use of this electronic resource is a privilege not a right.** Failure to adhere to the policy will result in the revocation of the user's access privilege. At school, student access to the DCSNet and the use of the Internet will be under the teacher's direction and will be monitored like any other classroom activity.

We recognize that the use of technology always requires attempts to balance the benefits against the possibilities of danger, security problems, and abuse. Rapid changes in technology and growth in the range of content available makes this a constant challenge. Thus, it is the intention of Dothan City Schools that all technology resources will be used in accordance with any and all school system policies and procedures as well as local, state, and federal laws and/or guidelines governing the usage of technology and its component parts. Additionally, it is implied that all students and employees of Dothan City Schools will use the provided technology resources so as not to waste them, abuse them, interfere with or cause harm to other individuals, institutions, or companies.

- The administrators of each school will be responsible for establishing specific practices to enforce this policy in individual schools.
- All Dothan City School students and employees shall review and adhere to this policy for access to the DCSNet. Employees shall sign and return the Dothan City Schools DCSNet and Internet Application and Contract to the DCS Personnel Department. Students and guardians of students must sign and return the Dothan City Schools Student Internet And/or Email Permission Form for Internet and/or email use within Dothan City Schools.
- Highlights of this policy will be prominently displayed in all computer labs and posted on the Dothan City Schools district technology web page.
- All Dothan City Schools technology resources, regardless of purchase date, location, or fund, are subject to this policy as well as the purchasing and disposal guidelines set forth by the Dothan City Schools accounting department.
- Some of these policies pertain to technology equipment personally owned by school employees and students and brought into school facilities. All personal technologies used on any Dothan City School campus are subject to this policy and may be used only if such usage is in compliance with all school system policies, procedures, and guidelines as well as local, state, and federal laws.
- All electronic content stored on any external storage medium or personal off-site storage location that is brought to or accessed from a Dothan City Schools campus is subject to all school system policies and guidelines as well as local, state, and federal laws.
- Any questions about this policy, its interpretation, or specific circumstances shall be directed to the Director of Technology Services (DTS) before proceeding.
- Violations of this policy will be handled in a manner consistent with the Dothan City Schools Code of Conduct and/or Dothan City Schools Personnel Policy Manual.
- Each school will name a SYSop. The SYSop will assist with the enforcing of this policy.

I. LIMITATION OF LIABILITY:

1. The Dothan City School System makes no guarantee that the functions of the services provided by or through DCSNet will be error-free or without defects.
2. The Dothan City School System will not be responsible or liable for:

- Any damage suffered, including but not limited to, loss of data or interruptions of service, the accuracy or quality of the information obtained through or stored on the system
- Financial obligations arising through the unauthorized use of the system
- Any information collected or disseminated through DCSNet by any unauthorized individual(s)

II. ACCESS:

1. The use of all Dothan City Schools technology resources is a privilege, not a right, and inappropriate or suspected inappropriate use will result in a cancelation of those privileges pending investigation. Moreover, users of Dothan City Schools technology must be aware that Dothan City Schools cannot assume any liability arising out of the illegal or inappropriate use of technology resources.
2. Users should not have any expectation that their usage of such resources is private.
3. Reasonable efforts will be taken to maintain the security of technology resources, but Dothan City Schools cannot ensure that such security will not be penetrated or breached, and cannot assume any liability arising out of any such penetration or breach of security.
4. Users should not purchase or dispose of software, hardware, peripherals, or other technology related devices without consulting the technology staff. All personnel should adhere to the purchasing and disposal guidelines set forth by the Dothan City Schools accounting department when purchasing or disposing of technology items.
5. Individuals may use only accounts, files, software, and/or other technology resources that are assigned to, provided to, or approved for him/her.
6. Individuals may not attempt to log in to the network using any network account and/or password other than the login(s) assigned to him/her or allow someone to use his/her network account and/or password to access the network, email, or the Internet.
7. Individuals must take all reasonable precautions to prevent unauthorized access to accounts and data and any other unauthorized usage within and outside Dothan City Schools. Any such unauthorized usage shall be reported immediately to the school principal and/or the DTS.
8. Individuals identified as a security risk may be denied access.
9. Any use of technology resources that reduces the efficiency of use for others will be considered a violation of this policy.
10. Individuals must not attempt to disrupt any computer services or data by engaging in activities including, without limitation, spreading viruses, spamming, excess network and/or Internet activity, or modification of equipment or infrastructure.
11. Individuals must not attempt to modify technology resources, utilities, and configurations, or change the restrictions associated with his/her accounts, or attempt to breach any technology resources, security system, or filtering system, either with or without malicious intent.
12. Personal technology related devices such as but not limited to laptops, PDAs, smartphones, iPods, etc. used on school grounds are subject to all items covered in this policy and should not access local area network or wide area network resources without the explicit permission of the technology staff. Public Internet access is available for visiting devices and is subject to the conditions outlined in this policy and all other school system policies and guidelines as well as local, state, and federal laws.
13. The DTS and/or school system administrators will determine when inappropriate use has occurred, and they have the right to deny, revoke, or suspend specific user accounts.
14. No network device such as a switch, hub, router, access point or print server shall be allowed on the DCSNet unless provided or approved by the Technology Services staff.

III. PRIVACY:

1. To maintain network integrity and to ensure that the network is being used responsibly, the DTS and/or other designated technology staff reserve the right to inspect any and all data, including data stored by individual users on individual school or personal devices. Users should be aware that activities may be monitored at any time, without notice.
2. Users should not have any expectation that their use of technology resources, including files stored by them on the DCSNet, will be private and will be secure from access by others. Reasonable steps will be taken to maintain the security of technology resources, but no assurance can be given that penetration of such security will not occur.
3. Because communications on the Internet are, often, public in nature, all users should be careful to maintain appropriate and responsible communications.
4. Dothan City Schools cannot guarantee the privacy, security, or confidentiality of any information sent or received, either via the Internet, an email facility, telephone, or otherwise.
5. Users are encouraged to avoid storing personal and/or private information on the district and/or schools' technology resources.
6. The system-wide technology staff does perform routine backups in an effort to assure continuity of business. There can be no assurance, however, that technology resources will be available within a particular time frame following an outage and, in particular, that information that existed prior to an outage

or malfunction, or that existed prior to a deliberate or inadvertent deletion, can be recovered. Users are responsible, without limitation, for the maintenance and backup of critical files and/or data.

7. Reasonable steps and procedures will be taken to secure student records, media center collections and accounting information. Such information shall be backed up in a routine manner.

IV. COPYRIGHT:

1. Illegal copies of software may not be created or used on school equipment.
2. Any questions about copyright provisions should be directed to the DTS.
3. Aspects involving the legal and ethical practices of appropriate use of technology resources will be taught to all students and employees in the system (i.e. as part of the Technology Education Curriculum, during lab orientation, network orientation, faculty meetings, etc.). There can be no assurance as to the extent and effectiveness of such training. Again, all questions regarding legal and ethical practices of appropriate use should be directed to the DTS.
4. Copyright is implied for all information (text, data, and graphics) published on the Internet. Web page authors will be held responsible for the contents of their pages. Do not "borrow" icons, sounds, or graphics from other pages without documented permission. It is the user's responsibility to secure proper usage permission.
5. Duplication of any copyrighted software is prohibited unless specifically allowed for in the license agreement and then, should occur only under the supervision and direction of the Technology staff.
6. A backup copy of all purchased software programs should be made and, thus, become the working copy.
7. All original copies of software programs, including those purchased with departmental funds, will be stored in a secure place.
8. For security and insurance purposes, the local SYSop, technology aides, and/or the district level technology staff will be the only people with access to original software disks at a given school location, with the exception of CD-ROMs required when accessing the program. System-wide software originals will be housed at the DTS office.
9. In almost every case, a single copy of a given software package is purchased; it may only be used on one computer at a time. Multiple loading or "loading the contents of one disk onto multiple computers," (1987 Statement on Software Copyright) is NOT allowed.
10. If more than one copy of a software package is needed, a site license, lab pack, network version, or Internet portal license must be purchased. The DTS and/or the person requesting the software will be responsible for determining how many copies should be purchased.
11. Either the DTS or respective school principal is authorized to sign license agreements for a school within the system. Copies of any system-wide license agreements must be signed by the DTS and/or Superintendent and distributed to all schools that will use the software.
12. The District technology staff is responsible for installation of all software in use on the wide area network, local area network and/or individual workstations/laptops within the Dothan City Schools. Technology lab aides or other designated staff may install software on local workstations with permission from the DTS.
13. Users are expected to be familiar with and adhere to the current Copyright and Fair Use Guidelines for Teachers posted on the Dothan City Schools website.

V. EMAIL:

E-mail is considered in the same category as paper transmission in the matter of public records. As defined in the Code of Alabama 1975, Section 36-12-2, e-mail is a public record when it is created by a Dothan City School System employee in the course of conducting school business, and when it documents the activities and business of school employees. These emails shall include any messages, calendars and attachments as public records. Student created e-mail is not considered a public record. All students' created e-mail, including messages, calendars and attachments may be reviewed by the supervising teacher, principal or administrator.

1. Dothan City Schools provides access to email for all employees; upon request, generic accounts for employee-sponsored organizations and classes; and on a limited basis, with teacher or principal recommendation and written guardian permission, for secondary students.
2. Technical support is provided for Dothan City Schools email accounts used to conduct educational and/or instructional business.
3. Personal use of email is permitted as long as it does not violate Dothan City Schools policy and/or adversely affect others or the speed of the network. Employees should use their Dothan City Schools email account for all school-related email correspondence.
4. When employing email, all employees are responsible for maintaining professionalism at all times. Email communication sometimes lends itself to impulsive and to informal communication. Employees must be constantly mindful of the need to carefully review and reconsider email communications before responding to and/or sending email.
5. Dothan City Schools email accounts may not be used for political activity, personal gain, commercial purposes, or profit.

6. Dothan City Schools email accounts may not be used for attempting to send or sending anonymous messages.
7. Dothan City Schools email accounts may not be used for sending mass emails, unless to parent lists or for other educational purposes.
8. Dothan City Schools email accounts may not be used for posting or forwarding other users' personal communication without the author's consent.
9. Because e-mail is not necessarily 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.
10. Dothan City Schools make a reasonable effort to maintain (backup) email for normal business operations. Backups are maintained for a maximum of 13 days. Deleted email is purged every 7 days.
11. Users required to maintain email for an extended period, for public records, or email in excess of the user's email quota must print said emails. The technology staff, Dothan City Schools administrative staff, or the Dothan City Board of Education do not support or advocate the use of email archives.
12. Incoming and outgoing email is filtered by the District for inappropriate content. However, no filtering system is foolproof and material deemed inappropriate by individual users may be transmitted in spite of filtering.
13. Email records may be requested in accordance with the Dothan City Schools Board of Education policy: FIIe:BE.

VI. INTERNET USE:

1. The intent of the Dothan City Schools is to provide access to resources available via the Internet with the understanding that staff and students will access and use information that is appropriate for the various curricula.
2. All school rules and guidelines for appropriate technology usage as well as local, state, and federal laws apply to usage of the Internet.
3. Teachers should screen all Internet resources before projecting them in the classroom.
4. Students gain access to the Internet by agreeing to conduct themselves in a considerate and responsible manner and by providing written permission from their parent(s)/guardian(s).
5. Students are allowed to conduct independent research on the Internet upon the receipt of the Dothan City Schools Student Internet And/or Email Permission Form.
6. Permission is not transferable, and therefore, may not be shared. Existing permission forms are valid until new forms are received. Students are not required to have new forms signed when changing schools.
7. Students who are allowed independent access to the Internet have the capability of accessing material that has not been screened.
8. Internet activity can and will be monitored, along with other aspects of technology usage.
9. Internet access for all users is filtered, through one central point, by URL (web address) and by IP address and may be filtered by keyword. All Internet sites that may be considered harmful to students will be filtered.
10. URLs (web addresses) and IP addresses may be added to or deleted from the filtered list by the District Technology staff.
11. Staff members may request to review filtered categories. Users requesting sites for blocking or unblocking must list specific URLs.
12. Successful or unsuccessful attempts to bypass the Internet filter by using proxies or other resources are a violation of this policy.
13. Users will not post or transmit any personal contact information about themselves or other people. Personal information includes: home and/or school address, work address, home and/or school phone numbers, full name, social security number, etc. Exceptions include college registrations, online tests and any other DCS approved use.
14. Users shall not agree to meet with anyone they have met on-line.
15. Users shall promptly disclose to his/her immediate supervisor such as teacher, principal, DTS or the network system administrator, any message received that is inappropriate or makes the user feel uncomfortable.\

VII. WEB PUBLISHING:

1. The Dothan City Schools website is limited to usage associated with activities of Dothan City Schools. The website cannot be used for profit, for commercial purposes, to express personal opinions, or to editorialize.
2. The Technology Services staff and/or the Director of Information Systems reserve the right to reject all or part of a proposed and/or posted web page.
3. All pages posted on the Dothan City Schools website must be designed and/or written with an approved editor.
4. Each Dothan City Schools web page should clearly state the person responsible for the content.
5. All posted work must be of publishable quality with regard to spelling, usage, and mechanics.

6. All web page authors are responsible for the maintenance of their own pages.
7. All links should be checked regularly to make sure they are current and working. Pages that are not updated in a timely fashion; that contain inaccurate or inappropriate information; that violate copyright laws and/or that contain links which do not work will be removed; the author will be notified.
8. Unfinished pages should not be posted until they are fully functional.
9. A teacher's primary web page should be housed on the Dothan City School website; however, the page may contain a link or links to teacher-created web pages stored on a different commercial or private server. In this event, these pages should adhere to all Dothan City School policies as well as local, state, and federal laws.
10. Links from pages housed on the Dothan City Schools website to personal blogs, social networking sites, advertisements unrelated to school system business, and/or personal web pages are prohibited.
11. Pictures and other personally identifiable information should only be used with permission in writing from the parent/guardian of the student involved. No full names should be used, only first name, last initial. No written permission is required for in-school broadcasts (i.e. morning news, announcements, class profiles, etc.)
12. Student posting of personal information of any kind on the Dothan City School website or linking to personal information from the Dothan City School website is prohibited. Personal information includes: home and/or school address, work address, home and/or school phone numbers, full name, social security number, etc.
13. No written permission is required to list faculty/staff and their school contact information (phone extension, email address, etc.)
14. Permission for publishing employee photographs on the Dothan City School website is assumed unless the employee specifies otherwise in writing to their direct supervisor.
15. Infringement of copyright laws, obscene, harassing or threatening materials on websites are against the law and are subject to prosecution.

VIII. AUDIOVISUAL:

1. Educators are permitted to use videos if (1) legitimate copies, not pirated copies, are used, and (2) videos are used as part of face-to-face instruction (teaching activities) by a teacher, and not for entertainment, reward or extracurricular activities or behavior modification activities. A copy made of a video owned by another person or rented is not legal unless permission to make a copy is first secured from the copyright owner.
2. The use of a video in a school is considered public performance for which a license must be obtained. The use in direct instruction is the exception, which provides "fair use" of videos in a school. If a school desires to use videos for these activities, public performance rights must be obtained. Video rental stores cannot grant this right.
3. An off-air recording can be made only when requested by a teacher.
4. A recording cannot be made and held until the subject matter is needed for instruction. A recording may be shown not more than two times within 10 days of the broadcast with the second showing only for instructional reinforcement. It may be kept 45 days before it has to be erased.
5. Students are not allowed to tape programs at home and bring them to school to be shown.
6. Cable network channels such as Disney, Discovery, or CNN, for example, cannot be recorded. There are exceptions for some programs of educational value which may be recorded. Permission information can be obtained from the cable networks or cable providers.
7. **Teachers should keep in mind, at all times, the appropriateness of the content and the educational value of all audiovisual materials used in the classroom.**
8. Each user of audiovisual media will adhere to the copyright law and this policy governing audiovisual use.
9. Rental videos shall not be shown.
10. Unauthorized copies of copyrighted videos shall not be made or used.
11. No audiovisual materials shall be shown without the approval of the school principal. See the *Dothan City Schools Audiovisual Evaluation and Request Form* on the Dothan City School's website.
12. Users are expected to be familiar with and adhere to the current *Copyright and Fair Use Guidelines for Teachers* posted on the Dothan City Schools website.

IX. PARENTAL PERMISSIONS:

It is the responsibility of the staff posting information on the web, requesting videos, or designing publicity or public relations information to obtain written parental permission.

X. EXAMPLES OF INAPPROPRIATE USE OF RESOURCES:

The following are examples of inappropriate activities when using any Dothan City School network, email system, hardware, software, technology service, and/or Internet access:

1. Using another user's password or attempting to find out what another user's password is

2. Sharing your own password
3. Trespassing in another user's files, folders, home directory, or work
4. Saving information on ANY network drive or directory other than your personal home directory OR a teacher-specified and approved location
5. Downloading, installing, or copying software of any kind onto a workstation, your home directory, or any network drive
6. Harassing, insulting, embarrassing, or attacking others via technology resources
7. Damaging technology resources including but not limited to printers, telephones, computers, computer systems, or computer networks (this includes changing workstation configurations such as screen savers, backgrounds, printers, BIOS information, preset passwords, etc.)
8. Intentionally wasting limited resources such as Internet bandwidth, disk space and printing capacity
9. Accessing inappropriate material from off-site storage locations and/or removable storage devices
10. Accessing inappropriate material from websites or attempting to bypass the Internet filter to access websites that have been blocked (sites containing information that is, for example, violent; illegal; satanic; sexual; demeaning; racist; inflammatory; and/or categorized as a social networking, blogging, or journaling, etc.)
11. Sending, displaying, or downloading offensive messages or pictures
12. Using obscene, racist, profane, discriminatory, threatening, or inflammatory language in a document, email, etc.
13. Using a digital camera, camera phone, or any other device capable of storing a still or video image to take inappropriate or embarrassing pictures without the subject's knowledge and/or consent
14. Excluding modifications made while working on an authorized school/school system publication or under the supervision of a teacher, editing/modifying digital pictures without the consent of the subject, especially with the intent to embarrass, harass, or bully
15. Plagiarizing written words, pictures, music and/or other media types accessible through the DCSNet or the Internet
16. Using the DCSNet for commercial purposes or profit, including offering, providing or purchasing products or services
17. Using the DCSNet for political lobbying
18. Knowingly or recklessly posting or transmitting false or defamatory information about a person or organization.

(PLEASE NOTE: SUBJECT TO CHANGE)

Policy 32: Statement of Responsibilities **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The use of the Dothan City School technology resources (hardware, software, etc.) is a privilege, not a right. The privilege of using the technology resources provided by the district is not transferable or extendible by students to people or groups outside the district and terminates when a student is no longer enrolled in the district. These guidelines are provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the guidelines contained within this document, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action may be applied. **Violations may result in disciplinary action up to and including suspension/expulsion for students. When applicable, law enforcement agencies may be contacted.** Disciplinary action will follow district policy and the guidelines contained within the Dothan City Schools Code of Conduct, as well as the guidelines contained within each respective school's Student Handbook.

Parent/Guardian Responsibilities

- Discuss with your children the values and the standards you expect your children to follow with regard to the use and care of the device, and the use of the Internet, just as you do on the use of all media information sources such as the television, cell phones, movies, and radio.
- The parents release DCS and its personnel from any and all claims and damages of claims that may arise from the unauthorized use of the device to purchase products or services.
- The parents understand that it is impossible for DCS to restrict access to all controversial materials, and will not hold the school responsible for materials accessed on the network and agree to report any inappropriate device use to the respective building administration.

School Responsibilities
DCS reserves the right to review, monitor and restrict information stored on or transmitted via district owned equipment and to investigate inappropriate use of resources. In addition, the district may at any time utilize tracking software/services in order to track a device if lost or stolen. The school agrees to provide:

- On-campus internet and email access to its students.
- Curricular apps and content.
- Filtering of inappropriate web content as able.
- Support using cloud-based storage.
- Staff guidance to aid students in doing research and help assure student compliance of the guidelines contained within this document and those within the district's Code of Conduct.

Students Responsibilities

- Use computer/devices in a responsible and ethical manner.
- Follow the guidelines within this document.
- Report to a building administrator any email containing inappropriate or abusive language or if the subject matter is questionable.
- Return their device at the end of each school year following district procedures.
- Students, whom graduate early, withdraw, are expelled, or terminate enrollment at DCS for any other reason must return the district issued device and all additional items (case, charger and cable) by the date of termination to their respective building office.
- Check in your device for periodic updates. Do not update the device unless you are told to do so.
- Students are prohibited from plagiarizing (using as their own without citing the original creator) content including words or images, from the internet.
- Research conducted via the Internet should be appropriately cited, giving credit to the original authors. Students are prohibited from accessing sites that promote plagiarism. These sites should be reported to school personnel.

Student Activities Strictly Prohibited

- Using the school network for illegal activities such as copyright and/or license violations.
- Using the device as the vehicle for plagiarism.
- Unauthorized downloading of apps and/or jail-breaking of the device.
- Accessing and/or using websites or materials that are not in direct support of the curriculum or are deemed inappropriate for school.
- Vandalizing equipment and/or accessing the network inappropriately. Programs that are capable of hacking the network should not be possessed or used.
- Gaining unauthorized access anywhere on the network.
- Invading the privacy of individuals.
- Using and/or allowing use of another person's login/password to access the network.
- Being a passive observer or active participant with any unauthorized network activity.
- Participate in cyber-bullying of any person.
- Using objectionable language, photos or other content (e.g. racist, terroristic, abusive, sexually explicit, threatening, stalking, demeaning or slanderous).
- Obtaining, modifying, or using username/passwords of others.
- Modifying files belonging to another student.
- Attempting to access or accessing websites blocked by the school's internet filter.
- Downloading apps, streaming media, or playing games without permission of a teacher or administrator.
- Sending and/or forwarding emails that are chain letters, forwards, etc. via school mail

Cyber-Bullying
The National Crime Prevention Council defines cyberbullying as "When the internet, cell phones, or other devices are used to send or post text or images intended to hurt or embarrass another person."

- Cyber-Bullying will not be tolerated and is strictly forbidden.
- The user should remember that digital activities are monitored and retained.

Report cyber-bullying immediately to school personnel.

Student Discipline
If a student violates any part of the above guidelines and procedures, he or she will be subject to consequences as listed in the ***Dothan City Schools Code of Conduct****, the respective school Student Handbook and Board policy.*

Policy 33: Correlation of Digital Device Infractions to the DCS Code of Conduct **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Device Infractions	Class I, II, and III Offenses
Inappropriate communication (sending emails or messages)	Class II • 203 - Use of obscene behavior (verbal, written, gesture) toward another person. Class III • 28 - Written or verbal proposition to engage in sexual acts.(Notify DCS Title IX Director) • 58 - Gang Affiliation/Paraphernalia – Possession of gang paraphernalia, gang related materials or dress, recruitment of gangs (any act/behavior that communicated in any manner the recruitment, initiation, coercion, hazing, intimidation, revenge, retribution, or retaliation for gang membership or gang related activity. This includes disruption of school or school-sponsored activities.) • 26 - Profanity or Vulgarity – Use of obscene behavior (verbal, written, gesture) toward another person. The intentional and or unintentional directing of obscene or profane language to a School Board employee.
Resetting a digital device	Class II • 213 - Theft of Intellectual Property and Plagiarism – The unauthorized intentional or reckless removal or alteration of any computer or digital device program or other information contained in the computer system, digital device, or computer network, copying of copyrighted software, taking the ideas or writings of others and using them as your own. Class III • 59 - Unauthorized use of a Computer System or Digital Device – the breaking into or otherwise entering a computer system or digital device to steal, delete files, corrupt data or other unauthorized or illegal purpose which damages computer/digital device hardware, software, records or programs belonging to the school. Including but not limited to entering or attempting to enter into any system, any information, data or command which would damage the system.

Taking or sending inappropriate pictures/video is considered pornography. (Contact Superintendent, SRO, Title IX Director, Student Services Director immediately)	Class II • 203 - Use of obscene behavior (verbal, written, gesture) toward another person. • 208 – Use of possession of obscene and/or pornographic materials. Class III • 28 - Written or verbal proposition to engage in sexual acts.(See infraction in blue SIR Code 28) • 26 - Profanity or Vulgarity – Use of obscene behavior (verbal, written, gesture) toward another person. The intentional and or unintentional directing of obscene or profane language to a School Board employee.
Damaging a digital device	Class I • 113 - Unauthorized Operation – unauthorized operation of a computer program by trial and error or unauthorized use of a school digital device or computer where damage to school property, hardware, software or records does not occur. • 140 - Littering of school property, incidental defacement, computer or digital device abuse Class III • 58 - Vandalism/Property Damage – (Act 94-819) Destruction of and or defacing of staff, student, or district property and equipment.
Disrupting the classroom with a digital device (gaming, playing music)	Class I • 101 - Distraction of other students – any behavior that alters the teaching process of the classroom or educational activity Class II • 201 - Defiance of School Board employee's authority – any verbal or non-verbal overt refusal to comply with a reasonable directive or order of a School Board employee
Stealing a digital device	Class I • 114 - Unauthorized Searching – searching or browsing without authority on a digital device or computer; any information contained or available through use of the digital device or computer Class II • 210 - Stealing, larceny, petty theft – the intentional, unlawful taking or carrying away of property valued at less than $100 belonging to, or in the possession or custody of another. Class III • 24 - Stealing, larceny, grand theft – the intentional unlawful taking and or carrying away of property valued at $100.00 or more belonging to or in the lawful possession or custody of another. • 321 – Theft, Unauthorized use of school documents (i.e. excuses, grade books and tests) (STEALING A STAFF'S IPAD)

Downloading inappropriate apps	Class I • 111 – Failure to follow specific instructions, disobedience Class II • 201 – Defiance of School Board employee's authority – any verbal or non-verbal overt refusal to comply with a reasonable director or order of a School Board employee. • 216 – Intentionally misusing the computer or digital device so as to disrupt computer or digital device traffic, including but not limited to sending excess quantities of data, repeatedly issuing improper and unauthorized commands, accessing and running of unauthorized software or hardware.
Refusing to give a username or password	Class II • 214 - Unauthorized use of a password or an account owned or assigned by another user.
Downloading software or using online sites/services to get around filters and firewalls and/or jail breaking the digital device	Class III • 59 - Unauthorized use of a Computer System or Digital Device – the breaking into or otherwise entering a computer system or digital device to steal, delete files, corrupt data or other unauthorized or illegal purpose which damages computer/digital device hardware, software, records or programs belonging to the school. Including but not limited to entering or attempting to enter into any system, any information, data or command which would damage the system.

Originally Approved by the Board of Education on April 20, 2015

Policy 34: Cell Phone/Digital Device in a Testing Setting **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The possession of a digital device (including but not limited to cell phones, MP3 players, cameras, fitbits, apple-watches, wireless ear buds, or other telecommunication devices capable of capturing or relaying information) is strictly prohibited during the administration of a secure test. School personnel will collect such devices before students can enter the testing room. If a student is observed in possession of a digital device during the administration of a secure test, the device will be confiscated.

If a student is observed using a digital device during the administration of a secure test, testing for the student will cease, the device will be confiscated and is subject to search, the student will be dismissed from testing, and the student's test will be invalidated. Additional disciplinary action may be taken by the LEA.

** **Please Note:** Electronic Communication Devices will only be returned to the parent/guardian upon the request of said parent/guardian**

Policy 35: State of Alabama Administrative Code 290-4-1-01 (5) **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Alabama State Board of Education has adopted the criteria and procedure to ensure school or school system accountability for policies, rules, laws, and regulations relative to school safety and discipline. The State Board of Education will utilize these to determine if intervention by the State Superintendent is necessary as required by Alabama Code 16-6B-5.

a. Failure of a school or school system to develop and implement the policies, rules, laws and regulations relative to school safety and discipline as published and disseminated annually by the State Superintendent.
b. Failure of a school or school system to respond to legitimate and documented school safety and discipline concerns/incidents as determined by the State Superintendent after investigating the concerns/incidents. The State Superintendent will investigate the following requests/incidents to determine if assignment of SDE personnel to a school or school system for safety and discipline assistance is warranted.

1. A written request by official action of a local Parent/Guardian/professional/community organization, (e.g., PTA/PTO; ACSAS; civic club) or by a majority of the employees of a school or school system to the State Superintendent with evidence that a request was first submitted to the school principal; secondly the school system superintendent; and thirdly, the local board of education relative to specific school safety and discipline issues and no action was taken or action was inadequate as determined by the State Superintendent.
2. A written request by official action of a school sanctioned student organization to the State Superintendent with evidence that a request was first submitted to the school principal; secondly, the school system superintendent; and thirdly, the local board of education relative to specific school safety and discipline issues and no action was taken or action was inadequate as determined by the State Superintendent.
3. A written request by a local school principal with evidence that a request was first submitted to the local school superintendent and next, to the local board of education relative to specific school safety and discipline issues and no action was taken or action was inadequate as determined by the State Superintendent.
4. An official request by a local superintendent of education.
5. An official request by a majority vote of a local board of education.
6. A person killed or seriously injured at school or a school related activity as a result of a violent act.

c. Release from Financial, Academic, or School Safety & Discipline Intervention. Intervention for financial, academic, or school safety and discipline reasons shall remain in place until such time as either condition improves to an acceptable standard as determined by the State Superintendent. A local board may petition the State Board of Education for release from the state intervention by showing acceptable improvement on achievement, financial stability, safety and discipline, or for other just cause. The State Board, following a hearing shall have final determination on the matter of release from state intervention.

Teacher Bill of Rights (Act #2024-409)
Dothan City Schools will follow the Alabama Teacher Bill of Rights (ATBOR) which gives teachers the right to control the learning environment in their classrooms by excluding consistently disruptive students and requires school administration to respond in accordance with the local student code of conduct.

Policy 36: Consequences and Procedures **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Before and After-School Detention
The principal or designee has the authority to assign students to a designated area (detention hall) on campus prior to the beginning of school or at the end of the regular school day for a reasonable and specified period of time as a disciplinary action. The Parent/Guardian is responsible for providing transportation. A reasonable attempt will be made to notify the Parent/Guardian either by written notice or by phone prior to the assignment of a student to detention. If the Parent/Guardian can be notified on the day of the misbehavior, the student will be assigned on that day. If not, the student will be assigned at a later time.

Parent/Guardian Conferences
In the event of the continued misconduct of a student, Parent/Guardian is required under the laws of Alabama to attend a Parent/Guardian Conference with the teacher and/or school officials to discuss the conduct of the student. (Act 94-782)

Disciplinary Probation
Disciplinary probation is a period of time specified in the probation contract during which a student must correct his/her behavior while abiding by all regulations that govern student behavior. The principal or designee, the superintendent, and the Board of Education have the authority to place a student on disciplinary probation for a reasonable and specified period of time and to require the Parent/Guardian's and student's signature on a contract specifying the conditions of the probation. The staff members involved in the actions will assist in monitoring the student's adjustment to the school environment. School counseling, Parent/Guardian involvement which may include the Parent/Guardian attending school with the student, and other forms of assistance may be part of the probation contract.

Writing Assignments
Repetitive writing of sentences as a consequence for violating school rules will not be used. If writing assignments are used as a part of consequences, they will be used as a teaching and learning tool. For example, students may be required to write an essay on discipline or appropriate behavior in the classroom, or a paper on how to correct their behavior.

Work Detail
The principal or designee has the authority to assign supervised activities related to the upkeep and maintenance of school facilities as a disciplinary action for a reasonable and specified period of time. Work assignments are not intended to interfere with any student's regular class schedule.

The Parent/Guardian will be responsible for providing transportation in these instances. The Parent/Guardian will be notified prior to the student's placement on a work assignment.

Use of Restraint
The following types of restraint are prohibited in Alabama public schools and educational programs:

- The use of any method of physical restraint that restricts the flow of air to a student's lungs
- The use of mechanical restraint
- The use of chemical restraint

Physical restraint is limited to those situations in which the student is an immediate danger to self or others and the student is not responsive to less intensive behavioral interventions including verbal directives or other de-escalation techniques.

All physical restraint shall be immediately terminated when the student is no longer an immediate danger to self or others or if the student is observed to be in severe distress.

Restraint shall only be employed by staff members who have received crisis intervention training by the school in the use of restraint procedures with the following exception:

Other school personnel may employ restraint procedures only in rare and clearly unavoidable emergency circumstances when fully trained school personnel are not immediately available, and the student is in immediate danger to self or others after no success with less intensive behavioral interventions. Untrained staff shall request assistance from trained staff as soon as possible.

Restraint of a student shall be conducted in a manner consistent with the techniques prescribed in the crisis intervention training program.

Every instance in which restraint is used shall be carefully, continuously, and visually monitored to ensure the appropriateness of its use and safety of the child, other children, teachers, and other personnel.
In some instances, in which a student is an immediate danger to self or others, the school must determine when it becomes necessary to seek assistance from law enforcement and/or emergency medical personnel. Parents must then be promptly informed.

Physical restraint shall not be employed for the following occurrences:

- Restraint shall not be used unless there is imminent risk of injury to self or someone else by the student.
- A verbal threat or verbally aggressive behavior does not itself indicate an imminent risk of injury, and shall not result in restraint.
- Destruction or damage to property does not constitute a risk of imminent injury unless in so doing a risk of injury to the student or others is created.
- When known medical or physical condition of the student would make the restraint procedures dangerous for that student (e.g. students with heart or circulatory conditions, asthma, etc.) they shall not be employed.
- Restraint shall never be used as punishment, or to force compliance with commands.

Denial of Privileges
Teachers and administrators may deny students privileges from participation in school activities as a punishment for misconduct.

Principal's Probation
The principal can enact certain stipulations for student(s) to follow due to continuous negative behavior. The principal can place guidelines to include non-participation in certain school functions, and school sponsored activities. Examples of Principal's Probation may be: break/recess detention, non-admittance to school sponsored activities (sport functions, prom, field day), silent lunch, etc. The School principal may place timeframes on these guidelines.

Suspension
Suspension, out of school, is defined as the temporary removal of a student from school for violation of school rules and regulations. The authority to suspend a student from school rests entirely with the principal of the school. All suspensions should be for a specified number of days. Suspensions will be counted as excused absences. However, the student will be given the opportunity to recover zeros through Saturday School. Suspensions are counted as excused absences. **Students may not participate in any school curricular, co-curricular, extra-curricular activities, or be on the school campus during the period of suspension.**

An in-school conference with the Parent/Guardian or other approved representative of the student's family is required prior to the re-entry of a suspended student in school. This conference may be held at the time of suspension or at the time of re-entry to school. Parent/Guardian who does not attend such conferences may have warrants filed requiring their arrest for failure to attend a school conference and to require the child to properly conduct him/herself in school.

The principal or designee may suspend a student for cause as specified in the Code of Student Conduct. Suspension for criminal acts shall be effective until the date of the administrative hearing. Suspensions shall not accumulate for Truancy Court. Students on suspension are not sent to Truancy Court.

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 designee has the authority to assign students to the in-school suspension program for a reasonable and specified period of time. All principals will follow the Board approved in-school suspension procedures.

Alternative Programs
Alternative Programs assignments are made as a last resort prior to a recommendation for expulsion from the Dothan City Schools. Students assigned to these programs are provided a structured school setting for a specified period of time. **Students may not participate in any school curricular, co-curricular, extra-curricular activities, or be on the school campus while placed in an alternative program.**

Expulsion
Expulsion is defined as the removal of a student for a period of time longer than allowed by suspension for violation of school rules or regulations. **Only the Dothan City School Board of Education and / or Student Disciplinary Tribunal has the authority to expel a student from the school system.** Any student expelled and desiring to return to school must apply for re-admission by letter to the Superintendent of Schools with a copy to the principal of the school to which the student is applying for re-admission.

Mediation
Mediation is a disciplinary process in which two individuals in conflict choose to use a formal process to discuss the problem and develop solutions to prevent further conflict.

Behavioral Counseling
Behavioral Counseling is an approved disciplinary action. Parent/Guardian may be encouraged to enroll students in off-campus, counseling programs. Students may be required to participate in In-School Behavioral Counseling programs. All students suspended and/or assigned to alternative placement may be required to participate in school-based behavioral counseling as scheduled at the school.

Policy 37: Administer Program of Student Conduct **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The principal of a school is vested by the Code of Alabama with the authority to administer the program of student conduct in the school of assignment. The principal may:

- take disciplinary actions authorized by the Board of Education,
- suspend students for causes as specified in the ***Code of Student Conduct,***
- may recommend the expulsion of a student, and
- take other actions deemed necessary to maintain order in the school environment.

In matters of school discipline, the decision of the principal is final if decisions are consistent with Board policy and federal and state laws. In all recommendations for an expulsion, the Parent/Guardian and student must be given the right to a hearing before the Board of Education.

Policy 38: Disciplinary Actions for Exceptional Students **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Exceptional students and students with handicapping conditions are those students as defined in the Alabama Exceptional Child Education Act (excluding gifted), the Individuals with Disabilities Education Act (IDEA), the Alabama Code for Special Education Service (as published by the Alabama Department of Education), and Section 504 of the Rehabilitation Act of 1973. All rules and regulations governing students as defined above shall be in conformity with applicable regulations. **If a student subject to discipline is identified as exceptional, you must consult and follow the disciplinary procedures outlined by the Department of Exceptional Student Services before imposing discipline involving a change of placement of more than 10 cumulative school days. For more explicit guidance, administrators must consult the *DCS Special Education Handbook for Administrators.***

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Sarahann Odom - English Learner (EL), Immigrant Coordinator and Migrant Specialist	793-1397, ext. 236209
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Policy 39: Problem Solving Team (PST) **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Problem Solving Team (PST) is a general education support team established at each Dothan City School to assist students who may be at risk of academic failure, behavioral concerns, attendance issues, or disengagement from school. The PST uses a data-based process to identify student needs, develop intervention plans, and monitor progress to help students succeed in the general education setting.

The PST may include administrators, teachers, counselors, and other support staff who work collaboratively to provide appropriate academic and behavioral supports. Parents/guardians may be notified and involved in the process as appropriate.

The PST is designed to provide early intervention and support and does not automatically indicate a referral for special education services.

For more information, please contact the school principal or the school's PST Chairperson.

Policy 40: Student Discipline, Rules of Conduct, and Attendance **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Dothan City Board of Education requires that all students enrolled in the city schools conduct themselves in a manner that facilitates the educational process. In the ***Code of Student Conduct***, the Board of Education has established specific classifications of misbehaviors and the appropriate disciplinary consequences to deal with these violations of student conduct. The Board in approving the ***Code of Student Conduct*** desires to:

- ensure that the educational process in the schools is not disrupted because of the behavior of enrolled students, and
- provide for the care, welfare, safety, and security of both students and school Board employees, and
- meet all requirements of the Alabama State Board of Education and the laws of Alabama.

Violations are classified into three groups: Class I, II, and III.

Class I violations will be handled through individual school and class management plans.

On Class I and II violations, in which the principal has a range of disciplinary consequences, the school principal, working with the school management team will develop a sequence of consequences to be consistently and equitably followed in making disciplinary decisions. A copy of each school's plan for Class I and Class II violations, in which there is a range of disciplinary consequences, shall be filed with the office of the Superintendent of schools.

The described disciplinary consequences are the normally expected consequences. However, in the event a violation is not specifically listed but is commonly known to be unacceptable behavior, against the law, or an extremely severe case of threatening the care, welfare, safety, and security of an individual or the school, the administration may impose and/or recommend more severe punishment as dictated by the circumstances.

Policy 41: Dothan City Schools Personal Electronic Communication Device Policy and Consequences **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

The Dothan City School Board recognizes that students carry personal electronic communication devices. Schools Board Members also recognize that parents provide these devices for their children so they can be in touch in case of emergency.

School requires a students' attention. In recent times, personal electronic devices have become a distraction in the classroom and also a source of concern; especially when used to video or take pictures of other students, or bully using electronic methods.

Personal, wireless communication devices include, but are not limited to, cellular telephones, mobile hotspots, smartwatches, earbuds, email devices, "walkie-talkies", personal tracking devices, recording devices and/or electronic communication devices of any kind, regardless of brand or type, or any other electronic communication device.
Please note that in case of extreme emergency, for example, a lockdown situation or active shooter, law enforcement shares that multiple cell phones and calls jam their systems and also false statements of the situation can be shared which often confounds the work of school officials, law enforcement, and emergency services.

6.23 ***Electronic and Wireless Communication Devices***

The Dothan City School Board recognizes that students carry personal electronic communication devices. Schools Board Members also recognize that parents provide these devices for their children so they can be in touch in case of emergency. School requires a students' attention. In recent times, personal electronic devices have become a distraction in the classroom and also a source of concern; especially when used to video or take pictures of other students, or bully using electronic methods. Please note that in case of extreme emergency, for example, a lockdown situation or active shooter, law enforcement shares that multiple cell phones and calls jam their systems and also false statements of the situation can be shared which often confounds the work of school officials, law enforcement, and emergency services. Pursuant to the Freeing our Classrooms of Unnecessary Screens for Safety (FOCUS) Act and the above reasons, the following is being proposed:

1. No student may possess a wireless communication device in any public elementary or secondary school building or on the grounds during the instructional day. WIRELESS COMMUNICATION DEVICE. A cellular telephone, tablet computer, laptop computer, pager, gaming device, or any other portable electronic device including smart watches identified in a wireless communication device policy that has the capability of exchanging voice, messaging, or other data communication with another electronic device, Phones must be turned off and stored off the student's person during school hours. The prohibition on using wireless devices will be enforced during the instructional day, meaning all school hours, in both school buildings and on school grounds.
2. Students are explicitly prohibited from using any type of electronic device to record audio or video segments at any school function or event, or to have the devices turned on during the INSTRUCTIONAL DAY. The period of time during which a public elementary or secondary school is open and in session for the purpose of meeting the minimum number of instructional days or hours pursuant to Section 16-13-231, Code of Alabama 1975. The term also includes class transitions, lunch, non-instructional times, and any other time specified in a wireless communication device policy.
3. Transportation will allow cell phones on the bus if the phone is on silent or vibrates and require the use of headphones.
4. Nothing in the policy shall prohibit a teacher or school official from allowing the use of these devices in a productive manner as part of an instructional lesson, approved specialized project, or for specific research with principal's prior approval per lesson plan.
5. A student may use, operate or possess a wireless communication device if the use, operation, or possession occurs during an emergency threatening the life or safety of the student or another person
6. Exceptions for Students with Disabilities (IEP/504 Plans):

In accordance with the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act, reasonable accommodations will be made for students with disabilities only when the use of a personal electronic device is specifically identified and justified in the students' IEP or 504 plans to provide a free appropriate public education for the students. Such determinations must:

- Be based on a comprehensive evaluation and the individualized needs of the student.
- Be documented within the IEP or 504 plans, following an IEP or 504 team meeting.
- Include a review of alternative, school-managed assistive technology or communication tools before a personal device is considered.

The use of personal cell phones for medical or educational purposes shall not be approved based solely on parent or physician request and will only be permitted when explicitly determined by the IEP or 504 team as necessary for students' access to their educational program

Consequences:

Elementary (K-5)

- If a student is guilty of unauthorized use of the device during school hours, the device will be taken and held by the school official. The parent or guardian will be contacted and expected to pick the device up at the school.
- Violation of this policy for the second time will result in the collecting of the device; parent/guardian will pick up the device and the student will be placed in In School Suspension/Alternative Placement (1-2 days).
- **Subsequent** violations will result in the collecting of the device; parent/guardian will pick up the device and the student will be placed in In School Suspension/Alternative Placement (3-5 days). In addition, the student is no longer permitted to bring any electronic devices on school campus.

Refusal to surrender the device when asked by the school official will be considered a Code of Conduct Class II- Code 299-

Secondary (6-12)

- If a student is guilty of unauthorized use of the device during school hours, the device will be taken and held by the school official. The parent or guardian will be contacted and expected to pick the device up at the school.
- Violation of this policy for the second time will result in the collecting of the device and three (3) day In-School Suspension/Alternative Placement.
- Violation of this policy for the **third** time will result in the collecting of the device and five (5) day Out-of-School Suspension/Alternative Placement.

Refusal to surrender the device when asked by the school official will be considered a Code of Conduct Class III- Code 399 - offense. 6th grade students will receive ten (10) days at an alternative placement as a consequence, 7-12th grade students will receive (15) days at an alternative placement as a consequence. In addition, the student is no longer permitted to bring any electronic devices on school campus.

The distribution or presentation of electronic recordings or video material of students that may be construed as illegal, forms of bullying or harassment, or may cause disruptive activities within the school body, will also result in a Code of Conduct Class III-Code 399- offense, and (15) days at PASS Academy/alternative placement as a consequence. Students guilty of this level of offense for violation of this policy shall also lose their privilege to possess any electronic device on campus for the remainder of the school year, and may be subject to random searches of their possessions to ensure compliance with this prohibition. The board also reserves the right to legally prosecute any student suspected of criminal activity through the inappropriate use of electronic devices. The board assumes no responsibility for loss, theft of any personal cell phone or communication devices.

[Reference: ALA. CODE §16-1-27 (1975)]

Adopted 8/19/2019

Revised 06/24/2025

The board also reserves the right to legally prosecute any student suspected of criminal activity through the inappropriate use of electronic devices.

NOTE: Regarding the DCS Cell Phone Policy, the administration reserves the prerogative to determine consequences of a lesser degree for students with special needs as deemed appropriate by the IEP team, in conjunction with the administrator and in accordance with the regulations under the Individuals with Disabilities Education Act (IDEA).

The board assumes no responsibility for loss, theft of any personal cell phone or communication devices.

Policy 42: Restorative Practices **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Restorative Practices within the MTSS Framework

Dothan City Schools implements restorative practices as part of its Multi-Tiered System of Supports (MTSS) for behavior, which provides a continuum of proactive, preventive, and responsive supports to promote positive student behavior, accountability, and school connectedness

Restorative practices represent both a philosophy and a structured process acknowledging that when harm occurs, it affects individuals, relationships, and the broader school community. Through restorative approaches, schools seek to repair harm, restore relationships, and strengthen students' social, emotional, and behavioral skills.

Within the MTSS framework, restorative practices serve as interventions and supports across tiers:

Tier 1: Universal Prevention (All Students)

Restorative practices support the development of a positive school climate by:

- Teaching and reinforcing behavioral expectations and self-management skills
- Building relationships among students, staff, and the school community
- Providing opportunities for students to develop accountability, empathy, and conflict resolution skills
- Utilizing proactive strategies such as classroom community-building circles and restorative conversations

Tier 2: Targeted Supports (Some Students)

For students demonstrating emerging behavioral concerns, restorative practices may include:

- Facilitated restorative conversations
- Small group restorative circles
- Problem-solving meetings to address patterns of behavior
- Targeted interventions aligned with PST team recommendations

These supports are designed to address behavioral needs early, prevent escalation, and support student self-regulation.

Tier 3: Intensive Supports (Individual Students)

For students with significant or repeated behavioral concerns, restorative practices may include:

- Formal restorative conferences involving affected parties
- Individualized restorative plans developed through the PST team
- Principal's Probation Action and structured accountability measures
- Re-entry restorative processes following suspension or disciplinary removal

These intensive interventions are implemented alongside individualized MTSS behavior support plans.

Restorative Practice Models Include:

* Peace-making circles – Structured opportunities for students and staff to build relationships and address concerns
* Restorative meetings – Facilitated discussions to address harm and promote accountability
* Restorative conferencing – Collaborative problem-solving involving affected individuals to repair harm and restore relationships
* Principal's Probation Action – Structured behavioral accountability measures aligned with MTSS intervention planning

Alignment with MTSS

Restorative practices are integrated into the district's MTSS framework and may be used:

* As proactive Tier 1 prevention strategies
* As Tier 2 or Tier 3 behavioral interventions
* As alternatives or complements to traditional discipline when appropriate
* As part of student re-entry and behavior support planning

School PST teams use data to determine appropriate behavioral supports, including restorative practices, to ensure equitable, supportive, and effective responses to student behavior.

Policy 43: Classification of Violations **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Violations of the Code are divided into three Classes: Class I, Class II, and Class III. In the following classes of violations and disciplinary procedures, the student will be provided with due process before any disciplinary action is taken. All factors surrounding each incident may be considered by an administrator in determining the category to be used. Each teacher will deal with general classroom disruption through effective classroom management and involvement of Parent/Guardian and/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.

DISCIPLINARY ACTIONS FOR ELEMENTARY SCHOOLS
CLASS I OFFENSES

NOTE: Principal or designee will assign interventions, as needed, to students that repeat infractions of Class I Offenses**. For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate or determine the amendment status of a BIP.**

1st Offense – Violations will be referred/handled through class and school management plans approved by the principal and parent/guardian will be contacted.

2nd Offense – Referral to the principal and parent/guardian will be contacted. The principal at his/her discretion, may take one or more the of the following actions:

- Alternative placement in school during the regular school day
- Detention or ISS

3rd Offense – Referral to the principal and parent/guardian will be contacted. The principal at his/her discretion, may take one or more of the following actions:

- Behavior Intervention Plan
- Alternative placement in school during the regular school day
- Detention or ISS

4th Offense or Multiple Class I's – Refer to Code #200

Elementary Class I Offenses	
101	Distraction of other students – any behavior that alters the teaching process of the classroom or educational activity
102	Quarreling, or intimidation of students – the intentional, unlawful threat by word to do violence to another student
103	Nonconformity to dress code
105	Inappropriate public display of affection
110	Minor physical conflict (ex: pushing, shoving which stops upon direction)
111	Failure to follow specific instructions, disobedience (Minor - Request once then refuse)
112	Use of profane language
113	Unauthorized Operation – Possession and/or use of a personal tracking device, recording device, and/or electronic communication device. This includes unauthorized operation of a computer program by trial and error or unauthorized use of a school digital device or computer where damage to school property, hardware, software or records does not occur.
114	Unauthorized Searching – searching or browsing without authority on a digital device or computer; any information contained or available through use of the digital device or computer.
140	Littering of school property, incidental defacement.

NO STUDENT WILL BE SUBJECT TO DISCIPLINARY CONSEQUENCES WITHOUT BEING ACCORDED DUE PROCESS BY HAVING AN OPPORTUNITY TO ADMIT, DENY, OR EXPLAIN THE CHARGES.

DISCIPLINARY ACTIONS FOR ELEMENTARY SCHOOLS
CLASS II OFFENSES

NOTE: Principal or designee will assign interventions, as needed, to students that repeat infractions of Class II Offenses. **For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate or determine the amendment status of a BIP.**

1st Offense – Parent/Guardian contact and up to 2 days In-school suspension (ISS) and/or Detention

2nd Offense – Parent/Guardian contact and up to 3 days In-school suspension (ISS), (Revision of BIP), and/or Detention

3rd Offense – Parent/Guardian contact and up to 2 days Out-of-school suspension (OSS)

4th Offense – Refer to code 300

Elementary Class II Offenses	
200	Multiple Class Offenses - students that have accumulated three (3) Class I referrals within a nine (9) week period or six (6) Class I referrals within a semester.
201	Major Distraction of other students – any behavior that disrupts or interferes with the teaching process of the classroom or educational activity
202	Defiance of Authority - Any action deemed as an overt disregard or disrespect of authority
203	Use of obscene behavior (verbal, written, gesture) toward another person.
208	Use or possession of obscene and/or pornographic materials.

210	Stealing, larceny, petty theft – the intentional, unlawful taking or carrying away of property valued at less than $100 belonging to, or in the possession or custody of another.
212	Statements of profane connotation or harassment; or any inappropriate touching of another person
213	Theft of Intellectual Property and Plagiarism – The unauthorized intentional or reckless removal or alteration of any computer or digital device program or other information contained in the computer system, digital device, or computer network, copying of copyrighted software, taking the ideas or writings of others and using them as your own. This includes excuses and tests.
214	Unauthorized use of a password or an account owned or assigned by another user.
216	Intentionally misusing the computer or digital device so as to disrupt computer or digital device traffic including but not limited to sending excess quantities of data, repeatedly issuing improper and unauthorized commands, accessing and running of unauthorized software or hardware.
218	Possession of and/or use of a Laser Device.
220	Physical conflicts (ex. Pushing, shoving, slapping, kicking, spitting) which stops when directed to do so (It should be understood that the principal or his designee shall investigate all fights and make appropriate decisions concerning the roles of each participant.)
230	Threats – gestured, verbal or written or printed communication threatening an injury to the person, property or reputation of another.
235	Trespassing – willfully entering or remaining in any school property without being authorized, licensed, or invited, refusing to depart when warned by an authorized person to do so.
240	Possession of and/or igniting fireworks or firecrackers.
245	Unjustified activation of a fire alarm system or fire extinguisher.
275	Leaving class, not attending class, or campus without written permission.
280	Possession of a toy gun or water gun that is not used in the commission of an aggressive act toward another person. Note: Drawings
285	Possession of a small pocketknife on school campus (blade less than 2 inches).
299	Any other violation which in discretion of the principal may deem reasonable to fall within this category after consideration of extenuating circumstances – principal must specify on the referral the exact violation.
SIR 31	Intimidation, harassment, and/or of students – the intentional, unlawful threat by word to another student.
SIR 32	Possession of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school or other school-sponsored transportation.
SIR 33	The sale/transfer of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school or other school-sponsored transportation.
SIR 34	The use of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school or other school-sponsored transportation.
SIR 60	Possession of a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 61	Using a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 62	Selling of a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.

SIR 63	Possession of a device (ex. E-Cigarettes, IQOS Heat Stick-pen/stick-like device) used to produce an aerosol by heating a liquid that usually contains nicotine and/or flavoring or other substance.
SIR 64	Using a device (ex. E-Cigarettes, IQOS Heat Stick-pen/stick-like device) to produce an aerosol by heating a liquid that contains nicotine and/or flavoring or other substance.
SIR 65	Selling a device (ex. E-Cigarettes, IQOS Heat Stick-pen/stick-like device) used to produce an aerosol by heating a liquid that contains nicotine and/or flavoring or other substance.

Note: SIR Codes to be recorded as applicable.

DISCIPLINARY ACTIONS FOR ELEMENTARY SCHOOLS
CLASS III OFFENSES

NOTE: All infractions in **BLUE**, will require the principal and/or designee to notify the DCS Title IX Director for possible investigation and consequences.

NOTE: Principal or designee will assign interventions, as needed, to students that repeat infractions of Class III Offenses. **For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate or determine the amendment status of a BIP.**

NOTE: Infractions in **RED** indicate immediate contact of parent and recommendation by the Superintendent/Designee to the Student Disciplinary Tribunal for expulsion. **For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate an IEP-MDR meeting to determine if alternative placement is appropriate.**

NOTE: Infractions in **BLACK** may include, but are not limited to one or more of the following.

- Out of School Suspensions (OSS)
- Remote Alternative Placement
- Recommendation for Long Term Out of School Suspension
- Recommendation for Expulsion
- Permanent Removal from School Bus
- Restitution for DCS Property – in addition to other consequences
- Revocation of Other School Related Activities (Principal's Probation)
- Other Reasonable Consequence Deemed Appropriate by the Administration (i.e. contact the authorities)

*School officials are required to notify the appropriate law enforcement officials when persons violate offenses considered crimes under the law.

Elementary Class III Offenses	
300	Multiple Class II Offenses – students that have accumulated three (3) Class II referrals within a nine (9) week period or six (6) Class II referrals within a semester.
318	Medical Excuses – the unauthorized use of, forgery of, and distribution of physician's medical excuses.
321	Theft, Unauthorized use of school documents (i.e., excuses, grade books and tests).
334	Any act and/or statement(s) deem to degrade and/or defame a group or individuals that has racial connotations. The act and/or statement(s) could cause a reasonable person to fear for his or her safety and/or results in disruption of the learning environment. (This act/statement can be made on or off campus).
SIR 01	Possession of intoxicating alcoholic beverages or substances represented as alcohol – This would include being intoxicated or under the influence of alcohol at school, school-sponsored events, and on school-sponsored transportation. Use should be reported if individuals are caught in the act of using, are tested and used by an officer during/after arrest or discovered in the course of investigating the incidence to have used alcohol.

SIR 02	Sale and/or purchase of intoxicating alcoholic beverages or substances represented as alcohol – This would include being intoxicated or under the influence of alcohol at school, school-sponsored events, and on school-sponsored transportation. Use should be reported if individuals are caught in the act of using, are tested and used by an officer during/after arrest or discovered in the course of investigating the incidence to have used alcohol.
SIR 03	Use of intoxicating alcoholic beverages or substances represented as alcohol – This would include being intoxicated or under the influence of alcohol at school, school-sponsored events, and on school-sponsored transportation. Use should be reported if individuals are caught in the act of using, are tested and used by an officer during/after arrest or discovered in the course of investigating the incidence to have used alcohol.
SIR 17	Fighting - Any significant physical conflict, hitting or other contact, exchange of blows between two or more individuals, or physical conflict in which injury occurs or fighting continued.
SIR 18	Fire Alarm – Rendering a false alarm – knowingly causing a false alarm or fire or other emergency involving danger to person or property – Unjustified activation of a fire alarm system or fire extinguisher.
SIR 20	Harassment/Bullying A person commits the act of harassment if, with intent to injure, or disturb persistently (pattern) another person, he/she: • Strikes, shoves, kicks, or otherwise touches a person or subjects him to physical contact. A person commits the crime of harassing communication if, with intent to injure or disturb persistently another person he/she: • Communicates with a person, anonymously or otherwise, by telephone, telegraph, mail, or any other form of written or electronic communication in a manner likely to disturb persistently. • Makes a telephone call, whether or not a conversation ensues, with no purpose of legitimate communication. • Telephones another person and addresses to or about such other person any lewd or obscene words or language. This includes a threat, verbal or nonverbal, made with intent to carry out the threat that would cause a reasonable person who is the target of the threat to fear for his or her safety. ***Refer to the Jamari Terrel Williams Act of 2018**
SIR 22	Inciting or participating in a major student disorder – leading, encouraging or assisting in major disruptions which may result in destruction or damage of private or public property or personal injury to participants or others. To include using school logo and/or school name to create a social media presence. Restitution may be required for damages.
SIR 24	Stealing, larceny, grand theft – the intentional unlawful taking and or carrying away of property valued at $100.00 or more belonging to or in the lawful possession or custody of another. Restitution may be required for damages.
SIR 26	Profanity or Vulgarity – Use of obscene behavior (verbal, written, gesture). The intentional directing of obscene or profane language to a School Board employee.
SIR 31	Intimidation of students – The intentional or unlawful threat by verbal, written or physical communication to do violence intended to endanger the life or health of another student. This includes threat by extortion.
SIR 58	Unauthorized Activities – Unauthorized activities/organizations – any attempt to use the school day for activities or organizational meetings that are not school-related, school-sponsored, and approved by the school administrator.
SIR 58	Other Incidents- Any other violation which in the discretion of the principal may deem reasonable to fall within this category after consideration of extenuating circumstances – principal must specify on the referral the exact violation.
SIR 58	Vandalism/Property Damage – (Act 94-819) Destruction of and or defacing of staff, student, or district property and equipment.

SIR 59	Unauthorized Use of a Computer System or Digital Device – the breaking into or otherwise entering a computer system or digital device to steal, delete files, corrupt data or other unauthorized or illegal purpose which damages computer/digital device hardware, software, records or programs belonging to the school. Including but not limited to entering or attempting to enter into any system, any information, data or command which would damage the system.
SIR 60	Possession of a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 61	Using a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 62	Selling of a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance. Note: Includes Distribution.
NOTE: All infractions in BLUE, will require the principal and/or designee to notify the DCS Title IX Director for possible investigation and consequences. Do not upload, share or distribute any sexual or sexually explicit videos. The principal is to immediately notify SRO, Superintendent and Student Services Director. Once notified, wait for further instructions from the Superintendent.	
SIR 28	Sexual Battery, Sexual Harassment, Sexual Offenses – including, but not limited to harassment, inappropriate touching, intercourse, attempted rape or rape written, E-mail, or verbal proposition or gesture to engage in sexual acts (see Sexual Harassment Policy 27). If the incident is returned to base school administration - follow the progression of offenses listed under Class III Offenses.
NOTE: Infractions in RED indicate immediate contact of parent and recommendation by the Superintendent/Designee to the Student Disciplinary Tribunal for expulsion.	
335	Unauthorized access — Facilitating the intentional access of individual(s) into/onto the campus/building which leads to causing physical damage to the school and/or physical harm to another individual(s). Note: Trespassing
SIR 05	Assault upon a School Board Employee (Act 94-794) (expulsion recommendation required) The student: • Intentionally causes physical injury to a school Board employee, or • Recklessly causes physical injury to a school Board employee, or • Recklessly, negligently or wantonly causes physical injury to a school Board employee with a weapon or dangerous weapon, or • Intentionally, recklessly or wantonly prevents a school Board employee from performing a lawful duty and physical injury is caused to that school Board employee, or • Intentionally or recklessly assaults a school Board employee.
SIR 05	Unprovoked assault and/or attack on another individual and/or Aggravated battery – intentionally causing serious bodily harm, disability or permanent disfigurement, or the use of a deadly weapon.
SIR 06	Bomb Threats – To unlawfully place any person in fear of bodily harm by threat of explosives by any means of communication regardless as to whether or not a bomb actually exists.
SIR 13	Possession of drugs, drug paraphernalia, to include imitation/simulated drugs, including prescription medication. (See medication policy pages 36-37) – unauthorized possession of, transfer, or sale of or under the influence of to any degree, use of prior to attending any school sponsored activity subject to the jurisdiction of the Board (Act 94-783) • 1st Offense – Principal will recommend 30 days of attended alternative placement or expulsion • 2nd Offense – Principal will recommend expulsion

SIR 14	Sale of drugs, drug paraphernalia, to include imitation/simulated drugs, including prescription medication. (See medication policy pages 36-37) – unauthorized possession of, transfer, or sale of or under the influence of to any degree, use of prior to attending any school sponsored activity subject to the jurisdiction of the Board (Act 94-783) • 1st Offense – Principal will recommend 30 days of attended alternative placement or expulsion • 2nd Offense – Principal will recommend expulsion
SIR 15	Use of drugs, drug paraphernalia, to include imitation/simulated drugs, including prescription medication. (See medication policy pages 36-37) – unauthorized possession of, transfer, or sale of or under the influence of to any degree, use of prior to attending any school sponsored activity subject to the jurisdiction of the Board (Act 94-783) • 1st Offense – Principal will recommend 30 days of attended alternative placement or expulsion • 2nd Offense – Principal will recommend expulsion
SIR 31	Schoolwide Threat – A threat, verbal or nonverbal, that would cause a reasonable person to fear for his or her safety and results in disruption of the learning environment. (This threat can be made on or off campus).
SIR 31	Threats to a School Board Employee – The intentional, threat by word, whether communicated in person, writing or by telephone or electronic device to do violence to teachers or some other employee. Note: Gesture, Non-Verbal, Drawings or In-person
SIR Codes 37-55	Handgun, Rifle, Firearm, Explosive, Weapon, Knife (blade longer than 2 inches), Other - (Any student determined to have brought a weapon(s)/firearm(s) to school shall be expelled for a period of not less than one calendar year. The Superintendent shall be required to make a recommendation of expulsion; however, the expulsion requirement may be modified by the Board for a student on a case-by-case basis) Act 94-817 – Weapon; Act 94-820 – Loss of Driver's License Note: The Superintendent Designee shall be required to make a recommendation of expulsion: however, the expulsion requirements may be modified by the Tribunal Committee for a student on case-by-case basis. Possession/use/discharge of a firearm or anything manifestly designed, made or adapted for the purposes of inflicting death or serious physical injury, and such term shall include, but is not limited to, firearm as defined below, or a switch-blade knife, gravity knife, stiletto, sword or dagger, shank, or the billy, black-jack, bludgeon or metal knuckles, box cutter and razor blades, all firearms as defined below, whether loaded or unloaded, other guns of all types including pellet, B-B, stun, look-a-like, non-functioning guns that could be used to threaten others, nunchucks, throwing stars or clubs, explosives, poisons, poisonous gas, chemicals or substances capable of causing bodily harm, slingshots, bullets, bows and arrows or any other device or instrument used to intimidate, threaten, or inflict harm. The term "firearm" means firearms as defined in 18 U.S.C. 921 as follows: • any weapon 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 weapon described above, • any firearm muffler or firearm silencer, • any explosive, incendiary or poison gas, (bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, similar combination or parts either designed or intended for use in converting any device into any destructive device and from which destructive device may be readily assembled). Handgun - (SIR 37 - Possession), (SIR 38 - Sale), (SIR 39 - Use) Rifle - (SIR 40 - Possession), (SIR 41 - Sale), (SIR 42 - Use) Firearm - (SIR 43 - Possession), (SIR 44 - Sale), (SIR 45 - Use) Explosive - (SIR 46 - Possession), (SIR 47 - Sale), (SIR 48 - Use) Weapon - (SIR 49 - Possession) (SIR 50 - Sale) (SIR 51 - Use) Knife - (SIR 52 - Possession), (SIR 53 - Sale), (SIR 54 - Use) Other Possession - (SIR 55)
SIR 58	Gang Affiliation/Paraphernalia – Possession of gang paraphernalia, gang related materials or dress, recruitment of gangs (any act/behavior that communicated in any manner the recruitment, initiation, coercion, hazing, intimidation, revenge, retribution, or retaliation for gang membership or gang related activity. This includes disruption of school or school-sponsored activities.)

Note: SIR Codes to be recorded as applicable.

DISCIPLINARY ACTIONS FOR SECONDARY SCHOOLS
CLASS I OFFENSES

NOTE: Principal or designee will assign interventions, as needed, to students that repeat infractions of Class I Offenses. **For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate or determine the amendment status of a BIP.**

1st Offense – Referral to the principal and parent/guardian will be contacted. The principal at his/her discretion, may take one or more of the following actions:

- Class and School Management Plans
- Alternative placement in school during the regular school day
- Detention or ISS

2nd Offense – Referral to the principal and parent/guardian will be contacted. The principal at his/her discretion, may take one or more of the following actions:

- Class and School Management Plans
- Alternative placement in school during the regular school day
- Detention or ISS

3rd Offense – Referral to the principal and parent/guardian will be contacted. The principal at his/her discretion, may take one or more of the following actions:

- Behavior Intervention Plan
- Alternative placement in school during the regular school day
- Detention or ISS

4th Offense or Multiple Class I's – Refer to code 200, parent will be contacted.

Secondary Class I Offenses	
101	Distraction of other students – any behavior that alters the teaching process of classroom/educational activity
102	Quarreling, minor harassment
103	Nonconformity to dress code/uniform policy
105	Inappropriate public display of affection
106	In appropriate visual/auditory presentation while online (including, but not limited to: username, background, profile picture)
107	Locker abuse, incidental defacement, littering of school property
108	Unmuting when teacher has placed student on mute (Virtual)
109	Sitting in parked vehicle after arriving at school or returning to vehicle during the school day without permission
110	Minor physical conflicts (ex. Pushing, shoving) which stops when directed to do so (It should be understood that the principal or his designee shall investigate all fights and make appropriate decisions concerning the roles of each participant.)

111	Failure to follow specific instructions, disobedience
112	General use of profane or obscene language
113	Unauthorized Operation – unauthorized operation of a digital device, computer program by trial and error, or unauthorized use of a school computer or digital device where damage to school property, hardware, software or records does not occur.
114	Unauthorized Searching – searching or browsing without authority on a computer or digital device; any information contained or available through the use of the computer or digital device.
115	Any violation of the Dothan City Schools Digital Device Policy.
199	Any other violation, which in the discretion of the principal may deem reasonable to fall within this category after consideration of extenuating circumstances.

NO STUDENT WILL BE SUBJECT TO DISCIPLINARY CONSEQUENCES WITHOUT BEING AFFORDED DUE PROCESS BY HAVING AN OPPORTUNITY TO ADMIT, DENY, OR EXPLAIN THE CHARGES.

DISCIPLINARY ACTIONS FOR SECONDARY SCHOOLS
CLASS II OFFENSES

NOTE: Principal or designee will assign interventions, as needed, to students that repeat infractions of Class II Offenses. **For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate or determine the amendment status of a BIP.**

Parent/Guardian contact will be made for each offense.

1st Offense – Up to 2 Days ISS

2nd Offense – Up to 3 Days ISS

3rd Offense – Up to 4 Days OSS

4th Offense – Refer to Code 300

Secondary Class II Offenses	
200	Multiple Class I Offenses - students that have accumulated four (4) Class I referrals on a yearly basis.
201	Failure to follow specific instructions (disobedience).
202	Possession and/or use of lighters or matches.
203	Use of obscene behavior or language (written, verbal, E-mail, gesture, texting) toward another person.
204	Intimidation, harassment and/or bullying of students – the intentional, unlawful threat by verbal, written, or physical communication to do violence to another student.
205	Refusal to give name, forgery or intentionally giving false information to an authorized person.
206	The unauthorized recording and/or transmission of any virtual school session, employee or student (Virtual)

208	Use or possession of obscene and/or pornographic materials.
209	Use of racial slurs and/or derogatory statements.
210	Stealing, larceny, theft – the intentional, unlawful taking or carrying away of property valued less than $100.00 belonging to, or in the possession or custody of another.
211	Intentional defacement of school property
212	Statements or profane connotation or harassment; or any inappropriate touching of another person
213	Theft of Intellectual Property, Plagiarism, and Cheating/Academic Fraud – The unauthorized intentional or reckless removal or alteration of any computer or digital device program or other information contained in the computer system, digital device or computer network, copying of copyrighted software, taking the ideas or writings of others an using them as your own. This includes excuses and tests.
214	Unauthorized use of a password or an account owned or assigned by another user.
218	Possession of and/or use of a Laser Device.
219	Gambling – participation in games of chance for money and/or other things of value.
220	Minor physical conflicts (ex. Kicking, slapping, spitting) which stops when directed to do so (It should be understood that the principal or his/her designee shall investigate all fights and make appropriate decisions concerning the roles of each participant).
222	Vandalism – intentional and deliberate action resulting in injury or damages of less than $100 to public property, or the real or personal property of another. Restitution may be required for damages.
275	Leaving class, not attending class, or campus without written permission.
280	Possession of a toy gun or water gun that is not used in the commission of an aggressive act toward another person. Note: Drawings
299	Any other violation which in discretion of the principal may deem reasonable to fall within this category after consideration of extenuating circumstances – principal must specify on the referral the exact violation. (x. Loitering in restroom)
SIR 32	The possession of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school or other school-sponsored transportation.
SIR 34	The use of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school or other school-sponsored transportation.
SIR 60	Possession of a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 61	Using a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 63	Possession of a device (ex. E-Cigarettes, IQOS Heat Stick-pen/stick-like device) used to produce an aerosol by heating a liquid that usually contains nicotine and/or flavoring or other substance.
SIR 64	Using a device (ex. E-Cigarettes, IQOS Heat Stick-pen/stick-like device) used to produce an aerosol by heating a liquid that usually contains nicotine and/or flavoring or other substance.

Note: SIR Codes to be recorded as applicable.

NO STUDENT WILL BE SUBJECT TO DISCIPLINARY CONSEQUENCES WITHOUT BEING AFFORDED DUE PROCESS BY HAVING AN OPPORTUNITY TO ADMIT, DENY, OR EXPLAIN THE CHARGES.

DISCIPLINARY ACTIONS FOR SECONDARY SCHOOLS
CLASS III OFFENSES

NOTE: All infractions in **BLUE**, will require the principal and/or designee to notify the DCS Title IX Director for a possible investigation.

NOTE: Principal or designee will assign interventions, as needed, to students that repeat infractions of Class II Offenses.

NOTE: Parent/Guardian will be contacted for every violation of Class III Infractions.

NOTE: Infractions in **RED** indicate immediate recommendation by the Superintendent/Designee to the DCS Student Disciplinary Tribunal for expulsion. **For students with an IEP or 504 plan, the administrator should consult with the case manager to initiate an IEP-MDR meeting to determine if alternative placement is appropriate.**

NOTE: Infractions in **BLACK** may include, but are not limited to one or more of the following:

- Out of School Suspensions (OSS) (7th - 12th - Up to 7 days) - (6th - Up to 3 days)
- Remote / Alternative Placement (7th - 12th - Up to 15 days) - (6th - Up to 10 days)
- PASS Academy (6th - Up to 10 days) - (7th - 12th- Up to 15 days)
- Recommendation for Expulsion
- Permanent Removal from School Bus
- Restitution for DCS Property – in addition to other consequences
- Revocation of Parking Privileges
- Revocation of Graduation Ceremony or Other School Related Activities (i.e. Prom, Homecoming, etc.)
- Other Reasonable Consequence Deemed Appropriate by the Administration (i.e. contact the authorities)

*School officials are required to notify the appropriate law enforcement officials when persons violate offenses considered crimes under the law.

Secondary Class III Offenses	
300	Multiple Class II Offenses – students that have accumulated four (4) Class II referrals within a yearly basis.
318	Medical Excuses – the unauthorized use of, forgery of, and distribution of physician's medical excuses.
321	Theft and/or Unauthorized use of school documents (i.e., grade books and school data).
334	Any intentional act and/or statement(s) deem to degrade and/or defame a group or individuals that has racial connotations. The act and/or statement(s) could cause a reasonable person to fear for his or her safety and/or results in disruption of the learning environment. (This act/statement can be made on or off campus).
SIR 01	Possession of intoxicating alcoholic beverages or substances represented as alcohol – This would include being intoxicated or under the influence of alcohol at school, school-sponsored events, and on school-sponsored transportation. Use should be reported if individuals are caught in the act of using, are tested and used by an officer during/after arrest or discovered in the course of investigating the incidence to have used alcohol.
SIR 03	Use of intoxicating alcoholic beverages or substances represented as alcohol – This would include being intoxicated or under the influence of alcohol at school, school-sponsored events, and on school-sponsored transportation. Use should be reported if individuals are caught in the act of using, are tested and used by an officer during/after arrest or discovered in the course of investigating the incidence to have used alcohol.
SIR 17	Fighting – Any significant physical conflict, hitting or other contact, exchange of blows between two or more individuals, or physical conflict in which injury occurs or fighting continued.

SIR 18	Fire Alarm – Rendering a false alarm – knowingly causing a false alarm or fire or other emergency involving danger to person or property – Unjustified activation of a fire alarm system or fire extinguisher.
SIR 20	Harassment/Bullying A person commits the act of harassment if, with intent to injure, or disturb persistently (pattern) another person, he/she: • Strikes, shoves, kicks, or otherwise touches a person or subjects him to physical contact. A person commits the crime of harassing communication if, with intent to injure or disturb persistently another person he/she: • Communicates with a person, anonymously or otherwise, by telephone, telegraph, mail, or any other form of written or electronic communication in a manner likely to disturb presently. • Makes a telephone call, whether or not a conversation ensues, with no purpose of legitimate communication. • Telephones another person and addresses to or about such other person any lewd or obscene words or language. *Refer to the Jamari Terrel Williams Act of 2018
SIR 22	Inciting or participating in a major student disorder – leading, encouraging or assisting in major disruptions which result in destruction or damage of private or public property or personal injury to participants or others; including but not limited to videoing or taking pictures, using school logo and/or school name to create a social media presence.
SIR 24	Stealing, larceny, grand theft – the intentional unlawful taking and or carrying away of property valued at $100.00 or more belonging to or in the lawful possession or custody of another.
SIR 26	Profanity or Vulgarity – Use of obscene behavior (verbal, written, gesture) toward another person. The intentional directing of obscene or profane language to a School Board employee.
SIR 31	Intimidation of students – The intentional or unlawful threat by verbal, written or physical communication to do violence intended to endanger the life or health of another student.
SIR 33	The sale/transfer of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school or other school-sponsored transportation.
SIR 58	Other incidents – Any other violation which in the discretion of the principal may deem reasonable to fall within this category after consideration of extenuating circumstances - principal must specify on the referral the exact violation.
SIR 58	Unauthorized Activities – Unauthorized activities/organizations – any attempt to use the school day for activities or organizational meetings that are not school-related, school-sponsored, and approved by the school administrator.
SIR 58	Vandalism/Property Damage – (Act 94-819) Destruction of and or defacing of staff, student, or district property and equipment.
SIR 59	Unauthorized use of a Computer or Digital Device System – the breaking into or otherwise entering a computer system or digital device to steal, delete files, corrupt data or other unauthorized or illegal purpose which damages computer or digital device hardware, software, records or programs belonging to the school. Including but not limited to entering or attempting to enter into any system, any information, data or command which would damage the system.
SIR 60	Possession of a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.

SIR 61	Using a device (ex. Vape) used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.
SIR 62	Selling of a device (ex. Vape) used to inhale and exhale vapor containing nicotine and/or flavoring or other substance. Note: Included Distribution.
SIR 65	Selling a device (ex. E-Cigarettes, IQQS Heat Stick-pen/stick-like device) used to produce an aerosol by heating a liquid that usually contains nicotine and/or flavoring or other substance.
NOTE: All infractions in BLUE, will require the principal and/or designee to notify the DCS Title IX Director for possible investigation and consequences. Do not upload, share or distribute any sexual or sexually explicit videos. The principal is to immediately notify SRO, Superintendent and Student Services Director. Once notified, wait for further instructions from the Superintendent.	
SIR 28	Sexual Battery, Sexual Harassment, Sexual Offenses – including, but not limited to harassment, inappropriate touching, intercourse, attempted rape or rape, written, E-mail, or verbal proposition or gesture to engage in sexual acts (see Sexual Harassment Policy 27). If the incident is returned to base school administration - follow the progression of offenses listed under Class III Offenses.
Infractions in RED indicate immediate recommendation by the Superintendent/Designee to the DCS Student Disciplinary Tribunal for expulsion.	
335	Unauthorized access — Facilitating the intentional access of individual(s) into/onto the campus/building which leads to causing physical damage to the school and/or physical harm to another individual(s). Note: Trespassing
SIR 02	Sale and/or purchase of intoxicating alcoholic beverages or substances represented as alcohol – This would include being intoxicated or under the influence of alcohol at school, school-sponsored events, and on school-sponsored transportation. Use should be reported if individuals are caught in the act of using, are tested and used by an officer during/after arrest or discovered in the course of investigating the incident to have used alcohol.
SIR 04	Arson – The willful and malicious burning of any part of school property.
SIR 05	Assault upon a School Board Employee (Act 94-794) (expulsion recommendation required) The student: • Intentionally causes physical injury to a school Board employee, or • Recklessly causes physical injury to a school Board employee, or • Recklessly, negligently or wantonly causes physical injury to a school Board employee with a weapon or dangerous weapon, or • Intentionally, recklessly or wantonly prevents a school Board employee from performing a lawful duty and physical injury is caused to that school Board employee, or • Intentionally or recklessly assaults a school Board employee.
SIR 05	Unprovoked assault and/or attack on another individual and/or Aggravated battery – intentionally causing serious bodily harm, disability or permanent disfigurement, or the use of a deadly weapon.
SIR 06	Bomb Threats – To unlawfully place any person in fear of bodily harm by threat of explosives by any means of communication regardless as to whether or not a bomb actually exists.

SIR 13	Possession of drugs, drug paraphernalia, to include imitation/simulated drugs, including prescription medication. (See medication policy pages 36-37) – unauthorized possession of, transfer, or sale of or under the influence of to any degree, use of prior to attending any school sponsored activity subject to the jurisdiction of the Board (Act 94-783) • 1st Offense – Principal will recommend 30 days of attended alternative placement or expulsion for 7th -12th grade students. For 6th grade students, the principal will recommend 10 days of attended alternative placement or expulsion. • 2nd Offense – Principal will recommend expulsion.
SIR 14	Sale of drugs, drug paraphernalia, to include imitation/simulated drugs, including prescription medication. (See medication policy pages 36-37) – unauthorized possession of, transfer, or sale of or under the influence of to any degree, use of prior to attending any school sponsored activity subject to the jurisdiction of the Board (Act 94-783) • 1st Offense – Principal will recommend 30 days of attended alternative placement or expulsion for 7th -12th grade students. For 6th grade students, the principal will recommend 10 days of attended alternative placement or expulsion. • 2nd Offense – Principal will recommend expulsion.
SIR 15	Use of drugs, drug paraphernalia, to include imitation/simulated drugs, including prescription medication. (See medication policy pages 36-37) – unauthorized possession of, transfer, or sale of or under the influence of to any degree, use of prior to attending any school sponsored activity subject to the jurisdiction of the Board (Act 94-783) • 1st Offense – Principal will recommend 30 days of attended alternative placement or expulsion for 7th -12th grade students. For 6th grade students, the principal will recommend 10 days of attended alternative placement or expulsion. • 2nd Offense – Principal will recommend expulsion.
SIR 31	School-wide threat – A threat, verbal or nonverbal, that would cause a reasonable person to fear for his or her safety and results in disruption of the learning environment. (This threat can be made on or off campus).
SIR 31 SIR Codes 37-55	Threats to a School Board Employee – The intentional, threat by word, whether communicated in person, writing or by telephone or electronic device to do violence to teachers or some other employee. Note: Gesture, Non-Verbal, Drawings or In-person Handgun, Rifle, Firearm, Explosive, Weapon, Knife (blade longer than 2 inches), Other - (Any student determined to have brought a weapon(s)/firearm(s) to school shall be expelled for a period of not less than one calendar year. The Superintendent shall be required to make a recommendation of expulsion; however, the expulsion requirement may be modified by the Board for a student on a case-by-case basis) Act 94-817 – Weapon; Act 94-820 – Loss of Driver's License Note: The Superintendent Designee shall be required to make a recommendation of expulsion; however, the expulsion requirements may be modified by the Tribunal Committee for a student on a case-by-case basis. Possession/use/discharge of a firearm or anything manifestly designed, made or adapted for the purposes of inflicting death or serious physical injury, and such term shall include, but is not limited to, firearm as defined below, or a switch-blade knife, gravity knife, stiletto, sword or dagger, shank, or the billy, black-jack, bludgeon or metal knuckles, box cutter and razor blades, all firearms as defined below, whether loaded or unloaded, other guns of all types including pellet, B-B, stun, look-a-like, non-functioning guns that could be used to threaten others, nunchucks, throwing stars or clubs, explosives, poisons, poisonous gas, chemicals or substances capable of causing bodily harm, slingshots, bullets, bows and arrows or any other device or instrument used to intimidate, threaten, or inflict harm. The term "firearm" means firearms as defined in 18 U.S.C. 921 as follows: • any weapon 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 weapon described above, • any firearm muffler or firearm silencer, • any explosive, incendiary or poison gas, (bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce,

	mine, similar combination or parts either designed or intended for use in converting any device into any destructive device and from which destructive device may be readily assembled). Handgun - (SIR 37 - Possession), (SIR 38 - Sale), (SIR 39 - Use) Rifle - (SIR 40 - Possession), (SIR 41 - Sale), (SIR 42 - Use) Firearm - (SIR 43 - Possession), (SIR 44 - Sale), (SIR 45 - Use) Explosive - (SIR 46 - Possession), (SIR 47 - Sale), (SIR 48 - Use) Weapon - (SIR 49 - Possession) (SIR 50 - Sale) (SIR 51 - Use) Knife - (SIR 52 - Possession), (SIR 53 - Sale), (SIR 54 - Use) Other Possession - (SIR 55)
SIR Code 58	Gang Affiliation/Paraphernalia – Possession of gang paraphernalia, gang related materials or dress, recruitment of gangs (any act/behavior that communicated in any manner the recruitment, initiation, coercion, hazing, intimidation, revenge, retribution, or retaliation for gang membership or gang related activity. This includes disruption of school or school-sponsored activities.)

Note: SIR Codes to be recorded as applicable.

NO STUDENT WILL BE SUBJECT TO DISCIPLINARY CONSEQUENCES WITHOUT BEING AFFORDED DUE PROCESS BY HAVING AN OPPORTUNITY TO ADMIT, DENY, OR EXPLAIN THE CHARGES.

Policy 44: Google Workspace for Education Notice to Parents and Guardians **Status:** ADOPTED

Original Adopted Date: 06/25/2024 | **Last Revised Date:** 06/29/2026 | **Last Reviewed Date:** 06/29/2026

Google Workspace for Education Notice to Parents and Guardians
This notice describes the personal information we provide to Google for these accounts and how Google collects, uses, and discloses personal information from students in connection with these accounts.

Using their Google Workspace for Education accounts, students may access and use the following "Core Services" offered by Google (described at https://workspace.google.com./terms/user_features.html):

- Assignments
- Calendar
- Classroom
- Cloud Search
- Drive and Docs
- Gmail
- Google Chat
- Google Chrome Sync
- Google Meet
- Groups for Business
- Jamboard
- Keep
- Migrate
- Tasks

In addition, we also allow students to access certain other Google services with their Google Workspace for Education accounts. Specifically, your child may have access to the following **"Additional Services"**:

- Google Books
- Google Cloud Print
- Google Photos
- Google Scholar

Further, we allow students to access additional third-party services with their Google Workspace for Education accounts. Our school administrator enables access to these third-party services with your student's Google Workspace for Education account, and authorizes the disclosure of data, as requested by the third-party services.

Google provides information about the information it collects, as well as how it uses and discloses the information it collects from Google Workspace for Education accounts in its Google Workspace for Education Privacy Notice. You can read that notice online at https://workspace.google.com/terms/education_privacy.html . You should review this information in its entirety, but below are answers to some common questions:

What personal information does Google collect?
When creating a student account, Dothan City Schools may provide Google with certain personal information about the student, including, for example, a name, email address, and password. Google may also collect personal information directly from students, such as telephone number for account recovery or a profile photo added to the Google Workspace for Education account.

When a student uses Google core services, Google also collects information based on the use of those services. This includes:

- account information, which includes things like name and email address.
- activity while using the core services, which includes things like viewing and interacting with content, people with whom your student communicates or shares content, and other details about their usage of the services.

- settings, apps, browsers & devices. Google collects information about your student's settings and the apps, browsers, and devices they use to access Google services. This information includes browser and device type, settings configuration, unique identifiers, operating system, mobile network information, and application version number. Google also collects information about the interaction of your student's apps, browsers, and devices with Google services, including IP address, crash reports, system activity, and the date and time of a request.

- location information. Google collects information about your student's location as determined by various technologies such as IP address and GPS.
- direct communications. Google keeps records of communications when your student provides feedback, asks questions, or seeks technical support

The Additional Services we allow students to access with their Google Workspace for Education accounts may also collect the following information, as described in the Google Privacy Policy:

- activity while using additional services, which includes things like terms your student searches for, videos they watch, content and ads they view and interact with, voice and audio information when they use audio features, purchase activity, and activity on third-party sites and apps that use Google services.
- apps, browsers, and devices. Google collects the information about your student's apps, browser, and devices described above in the core services section.
- location information. Google collects info about your student's location as determined by various technologies including: GPS, IP address, sensor data from their device, and information about things near their device, such as Wi-Fi access points, cell towers, and Bluetooth-enabled devices. The types of location data we collect depend in part on your student's device and account settings.

How does Google use this information?
In Google Workspace for Education Core Services, Google uses student personal information primarily to provide the core services that schools and students use, but it's also used to maintain and improve the services; make recommendations to optimize the use of the services; provide and improve other services your student requests; provide support; protect Google's users, customers, the public, and Google; and comply with legal obligations. See the Google Cloud Privacy Notice for more information.

In Google Additional Services, Google may use the information collected from all Additional Services to deliver, maintain, and improve our services; develop new services; provide personalized services; measure performance; communicate with schools or users; and protect Google, Google's users, and the public. See the Google Privacy Policy for more details.

Does Google use student personal information for users in K-12 schools to target advertising?
No. There are no ads shown in Google Workspace for Education core services. Also, none of the personal information

collected in the core services is used for advertising purposes.

Some additional services show ads; however, for users in primary and secondary (K12) schools, the ads will not be personalized ads, which means Google does not use information from your student's account or past activity to target ads. However, Google may show ads based on general factors like the student's search queries, the time of day, or the content of a page they're reading.

Can my child share information with others using the Google Workspace for Education account?
We may allow students to access Google services such as Google Docs and Sites, which include features where users can share information with others or publicly. For example, if your student shares a photo with a friend who then makes a copy of it, or shares it again, then that photo may continue to appear in the friend's Google Account, even if your student removes it from their Google Account. When users share information publicly, it may become accessible through search engines, including Google Search.

Will Google disclose my child's personal information?
Google will not share personal information with companies, organizations and individuals outside of Google except in the following cases:

With our school: Our school administrator (and resellers who manage your or your organization's Workspace account) will have access to your student's information. For example, they may be able to:

- View account information, activity and statistics;
- Change your student's account password;
- Suspend or terminate your student's account access;
- Access your student's account information in order to satisfy applicable law, regulation, legal process, or enforceable governmental request;
- Restrict your student's ability to delete or edit their information or privacy settings.

With your consent: Google will share personal information outside of Google with parental consent.

For external processing: Google will share personal information with Google's affiliates and other trusted third party providers to process it for us as Google instructs them and in compliance with our Google Privacy Policy, the Google Cloud Privacy Notice, and any other appropriate confidentiality and security measures.

For legal reasons: Google will share personal information outside of Google if they have a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary for legal reasons, including complying with enforceable governmental requests and protecting you and Google.

What choices do I have as a parent or guardian?
First, you can consent to the collection and use of your child's information by Google. If you don't provide your consent, we will not create a Google Workspace for Education account for your child, and Google will not collect or use your child's information as described in this notice.

If you wish to stop any further collection or use of your child's information, you can request that we use the service controls available to access personal information, limit your child's access to features or services, or delete personal information in the services or your child's account entirely. You and your child can also visit https://myaccount.google.com while signed in to the Google Workspace for Education account to view and manage the personal information and settings of the account.

What if I have more questions or would like to read further?
If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the Google Workspace for Education Privacy Center at https://www.google.com/edu/trust/), the Google Workspace for Education Privacy Notice(at https://workspace.google.com/terms/education_privacy.html), and the Google Privacy Policy at https://www.google.com/intl/en/policies/privacy/), and the Google Cloud Privacy Notice at (https://cloud.google.com/terms/cloud-privacy-notice).

The Core Google Workspace for Education services are provided to us under Google Workspace for Education Agreement (at https://www.google.com/apps/intl/en/terms/education_terms.html) and the Cloud Data Processing Addendum (as https://cloud.google.com/terms/data-processing-addendum).

Google Workspace Account Parental Consent Agreement

To Parents and Guardians,

At Dothan City Schools, we use Google Workspace for Education, and we are seeking your permission to provide and manage a Google Workspace for Education account for your child. Google Workspace for Education is a set of education productivity tools from Google including Gmail, Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Dothan City Schools, students will use their Google Workspace for Education accounts to complete assignments, communicate with their teachers, sign into their Chromebooks, and learn 21st century digital citizenship skills.

The notice below provides answers to common questions about what Google can and can't do with your child's personal information, including:

- What personal information does Google collect?
- How does Google use this information?
- Will Google disclose my child's personal information?
- Does Google use student personal information for users in K-12 schools to target advertising?
- Can my child share information with others using the Google Workspace for Education account?

Please read it carefully, let us know of any questions, and then sign below to indicate that you've read the notice and give your consent. If you don't provide your consent, we will not create a Google Workspace for Education account for your child. Students who cannot use Google services may need to use other software to complete assignments or collaborate with peers.

I give permission for Dothan City Schools to create/maintain a Google Workspace for Education account for my child and for Google to collect, use, and disclose information about my child only for the purposes described in the notice below.

Thank you,
Dothan City Schools Board of Education

_____
Full name of student

_____
Printed name of parent/guardian

_____ _____
Signature of parent/guardian Date

***Please detach this page after signing, and have student return it to the Homeroom Teacher**

DOTHAN CITY SCHOOLS
STUDENT/PARENT DIGITAL DEVICE USE AGREEMENT

Student Name: _____ _____
Last **First** **Grade**

Parent Name: _____ _____
Last **First** **Driver's License #**

Address: _____

Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____

Terms:

1. **I have read and agree to comply at all times with the Dothan City Schools District's Acceptable Usage Agreement, and Data Governance Policy. Any failure to comply may terminate my rights of possession, effective immediately, and the school system may repossess the digital device and its accessories.**
2. **I agree to pay for any damage fines as applicable.**
3. **I agree to practice digital citizenship and responsible social networking.**
4. **I understand that any DCS digital device I use may be monitored online and/or physically inspected at any time without notice.**

Title:
Legal title to any DCS digital device I use and its accessories is in the name of Dothan City Schools and shall at all times remain so. My right of possession and use is limited to and conditioned upon my full and complete compliance with this Digital Device Use Agreement and the Acceptable Use Policy for technology resources.

Repossession:
If I do not timely and fully comply with all terms of this agreement, including the timely return of any DCS digital device and its accessories that I take off premises, the school system or law enforcement shall be entitled to declare me in default and come to my place of residence, or other location of the digital device and its accessories, to take possession of the digital device and its accessories. Failure to return the digital device will result in a theft report being filed with the Dothan Police Department.

SIGNATURES:

_____ _____ _____
Student **Parent/Guardian** **Date**

***Please detach this page after signing, and have student return it to the Homeroom Teacher**

ACKNOWLEDGEMENT

I, _____, enrolled in DOTHAN CITY SCHOOLS, and my Parent/Guardian(s)
(Name of Student)

hereby acknowledge by our signature that we have received and read, or had read to us, the Dothan City Schools Code of Student Conduct Manual and the *Truancy Law*. We also acknowledge that we understand that it applies to all students enrolled in the Dothan City Schools and school sponsored activities and events, including but not limited to the following:

- ❑ **Transportation on school buses**
- ❑ **Field trips**
- ❑ **Club or organization meetings**
- ❑ **Occupants in an automobile driven or parked on school property**
- ❑ **School groups representing the school system in educational events**
- ❑ **Other school-sponsored events including but not limited to athletic events (football, baseball, basketball games, etc. on and off campus), dances, plays, etc.**
- ❑ **Usual and customary parking area at facilities used for school-sponsored activities including but not limited to Rip Hewes, Westgate, Recreation Centers, etc.**

It is further understood that, under the laws of Alabama, Parents/Guardians are responsible for the attendance and behavior of their children. If they are unable to control their children, or need assistance, they may also contact the school administration and/or Juvenile Court Services at 334-793-4429.

If you have questions regarding the Code of Student Conduct Manual, please contact:

First: School Principal
Second: Superintendent's Office (334-793-1397)

_____ _____
(Student Signature) **(Date)**

_____ _____
(Parent/Guardian Signature) **(Date)**

This acknowledgment will become a part of the student's cumulative file.