Ozark City Schools

Student Handbook 2026-2027

Ozark City Schools
860 Hwy 231 N
Ozark, AL 36360
(334) 774-5197

July

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Holiday/District Closed
Professional Development
Early Release Day
Parent Conference/PD Day

Q1: Aug 6 - Oct 8 (45 Days)
Q2: Oct 14 - Dec 18 (42 Days)
Q3: Jan 6 - Mar 12 (46 Days)
Q4: Mar 15 - May 27 (47 Days)
Total Student Days: 180

2026-2027

<u>August</u>
3-5: Professional Development
6: First Day of School for Students

<u>September</u>
7: Labor Day Holiday
9: Progress Report Distribution

<u>October</u>
8: End of 9 Weeks
9: PD/Parent Conference Day
12-13: Fall Break
14: Report Card Distribution

<u>November</u>
11: Veterans Day
12: Progress Report Distribution
23-27: Thanksgiving Break

<u>December</u>
18: Early Release/End of Semester
21-31: Winter Break

<u>January</u>
1: New Years
4-5: Professional Development
6: Report Card Distribution
18: MLK Day Holiday

<u>February</u>
10: Progress Report Distribution
15: Presidents' Day Holiday

<u>March</u>
12: End of 9 Weeks
17: Report Card Distribution
22-26: Spring Break
29: PD/Parent Conference Day

<u>April</u>
19: School Holiday
21: Progress Report Distribution

<u>May</u>
27: Last Day/Early Release
31: Memorial Day Holiday

The Ozark City of Education Policy Manual will be consulted to clarify all matters not specifically addressed in this handbook. For a complete copy, visit the Ozark City Board of Education webpage at https://www.ozarkcityschools.net/

LETTER FROM THE SUPERINTENDENT

Welcome to a new school year in Ozark City Schools! It is my honor and privilege to serve as your superintendent and to partner with you in providing every student with an outstanding educational experience.

This Student Handbook has been developed to help students and families understand the expectations, policies, and opportunities that contribute to a safe, respectful, and successful learning environment. We encourage all students and parents to review the handbook carefully and use it as a resource throughout the school year.

At Ozark City Schools, we are committed to fostering academic excellence, character development, and personal growth. We believe that every student can achieve success when supported by dedicated educators, engaged families, and a caring community. Our goal is to prepare students not only for academic achievement but also for responsible citizenship and lifelong learning.

Students, I encourage you to embrace every opportunity to learn, grow, and contribute positively to your school community. Take pride in your work, treat others with respect, and always strive to do your best. Parents and guardians, thank you for your continued partnership and support. Together, we can create an environment where every child feels valued, challenged, and inspired to succeed.

Should you have questions regarding any information contained in this handbook, please do not hesitate to contact your child's school. We look forward to a productive and rewarding year filled with learning, achievement, and success.

Thank you for being a part of the Ozark City Schools family.

Sincerely,

Marsielena Williams
Superintendent
Ozark City Schools

INTRODUCTION

The Ozark Board of Education recognizes 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 Ozark.

All students of the Ozark City School System are responsible for conducting themselves in a manner appropriate to good citizenship. Student conduct shall be founded on the basic concepts of respect, consideration for the rights of others, and applicable laws.

A uniform code of conduct for students is important to the pursuit of academic excellence in order that the students may have a meaningful learning experience. This can only be accomplished in schools where the environment is free from distraction caused by disruptive behavior.

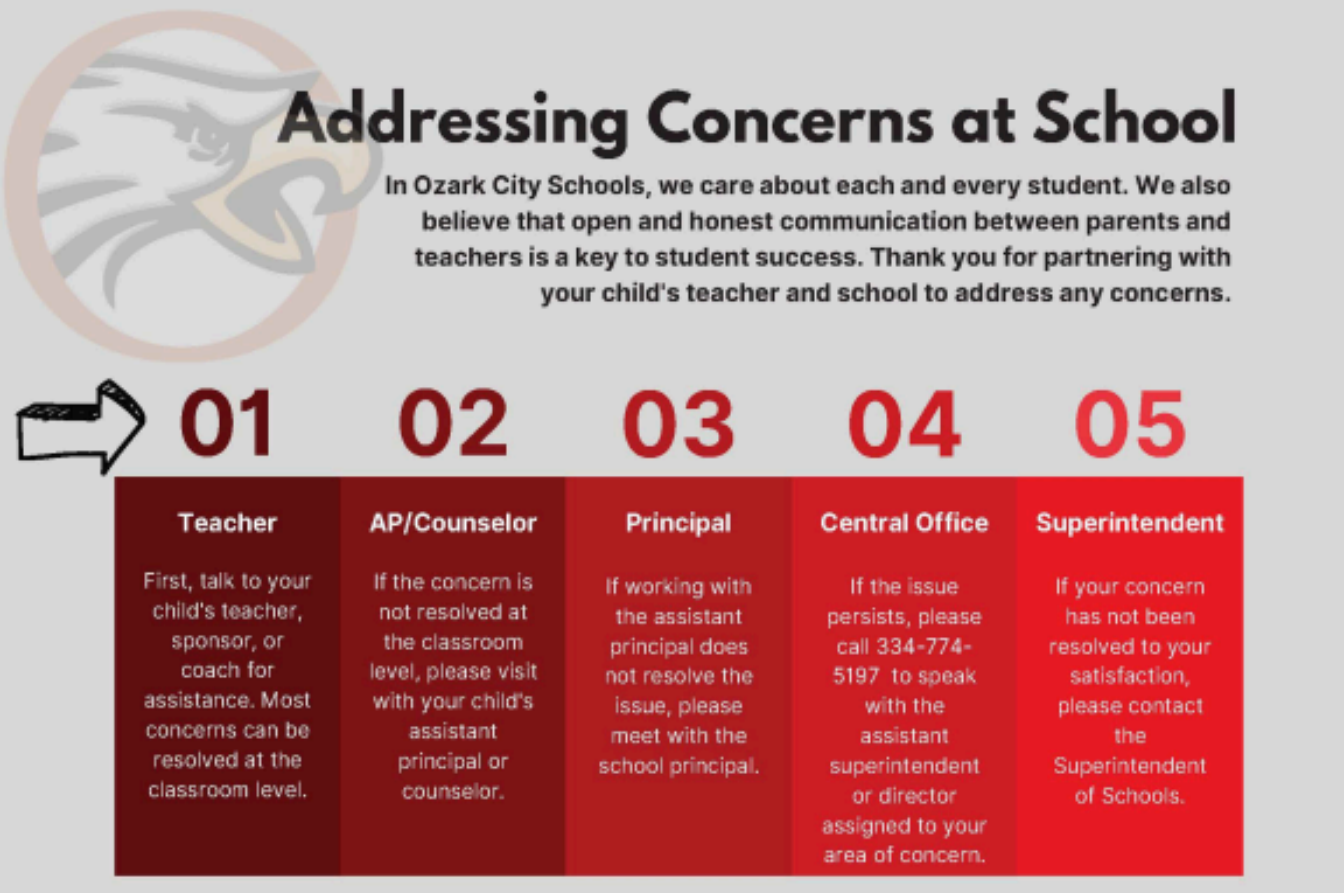
The purpose of these standards shall be to maintain an overall positive school environment and atmosphere that enhances student and teacher morals and increases parental and public support for our schools.

The principal of each school is authorized and directed to develop additional rules and regulations consistent with policies, rules, and regulations of the Ozark City Board of Education which may be necessary to govern the conduct of students under his/her supervision.

ACCREDITATION

COMMUNICATION

The School encourages open, respectful communication and values feedback from students, families, and community members. Questions, concerns, suggestions, and feedback are most effectively addressed when shared through the appropriate communication channels and established procedures. Individuals are encouraged to first communicate with the staff member most directly involved and, if necessary, follow the school's established process for resolving concerns. Using appropriate channels helps ensure that matters are reviewed fairly, addressed at the appropriate level, and resolved in a timely manner.



Strategic Priority Areas

OZARK CITY SCHOOLS

1 ACADEMIC GROWTH AND ACHIEVEMENT

We commit to instilling the skills and knowledge necessary for students to successfully grow each year in meeting and/or exceeding their grade level academic goals.

2 COLLEGE, CAREER & WORKFORCE READY

We commit to developing the capacity for students to become continuous learners while providing guidance for the transfer of their acquired PreK-12 knowledge to the career or college of their choice.

3 SAFE & SUPPORTIVE LEARNING ENVIRONMENTS

We commit to creating safe and supportive learning environments that address the physical, mental, social, and emotional needs of all learners.

4 HIGHLY EFFECTIVE EMPLOYEES

We commit to recruiting and retaining highly effective employees while investing in high quality, on-going, and relevant professional learning for continued professional growth.

5 ONE EAGLE

We commit to serving as partners with parents, students, staff and the community in order to build strong relationships through collaboration and professional, courteous service.

HUMBLE HUNGRY SMART

Vision: To become the best small town school district anywhere

Mission:

We strive to engage and challenge all learners to succeed through a variety of learning opportunities coupled with highly effective instruction.

Beliefs:

We Believe:

In providing every child high quality education driven by intentional, purposeful, and data-driven instruction.

In challenging students through innovative, progressive instruction and programs aimed at preparing students for future success.

In promoting safe schools and the foundational wellness of all learners.

In recruiting, developing, and retaining effective professional educators through opportunities for professional growth, collaboration, and support.

In our motto:
Ozark Needs Everyone

OZARK CITY BOARD OF EDUCATION
(334) 774-5197 (334) 445-3791
Fax (334) 774-2685
www.ozarkcityschools.net

Mr. Larry Hicks – President
Board Members
Mr. J. Nicholas Bull, Tameaca Vincent, Ms. Lynn Ivey, and Ms. Jewnita Clark

Mrs. Marsielena Williams, Superintendent
Mr. Daniel Barrentine, Assistant Superintendent

School Principals

Lisenby Primary School	Mrs. Kristen Cruit	kcruit@ozarkcityschools.net	(334)774-4919
Mixon Intermediate School	Mrs. Amanda Melby	amelby@ozarkcityschools.net	(334) 774-4912
D. A. Smith Middle School	Mr. Stephen Phillips	stephen.phillips@ozarkcityschools.net	(334)774-4915
Carroll High School Career Center	Mrs. Shanna Doran	shanna.doran@ozarkcityschools.net	(334) 774-4949
Carroll High School	Mr. Will Cammack	wcammack@ozarkcityschools.net	(334) 774-4915
Eagle Academy	Mrs. Latrissa Cammack	donna.cammack@ozarkcityschools.net	(334)445-3792

Support Services Coordinators

Special Programs Director	Mrs. Maghen Lowery	(334)774-5197; Ext: 2540
Transportation Director	Mrs. Jackilyn Barefield	(334)774-5197; Ext: 3505
Student Support Services/Attendance	Mrs. Sheila McLeod	(334)774-5197; Ext: 2506
Child Nutrition Program Director	Mr. Derek Jones	(334)774-5197; Ext: 2503

Ozark City Schools is committed to fostering meaningful and on-going collaboration with parents. Input from parents is valued and encouraged. Parents are urged to volunteer, serve on school and school system committees, call for information, and visit the schools. Parents are strongly urged to participate in the parent organization of the schools.

NOTICE OF NON-DISCRIMINATION

The Ozark City School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non- discrimination policies:
Daniel Barrentine
Federal Programs and Title IX Coordinator
860 N. US Hwy 231
Ozark, AL 36360
daniel.barrentine@ozarkcityschools.net

EQUAL EDUCATIONAL OPPORTUNITIES:

No student will be unlawfully excluded from participation in, be denied the benefits of, or be subjected to discrimination in any program or activity offered or sponsored by the Board on the basis of race, ethnicity, color, disability, creed, national origin, sex, immigrant or migrant status, non-English speaking ability, or homeless status. All career and technical education opportunities are offered to all students regardless of race, color, national origin, sex, or disability. The district also provides equal access to the Boy Scouts and other designated youth groups. For more information, please contact Maghn Lowery, Special Education Services by calling 334-774-5197, via fax at (334) 445-3791, or by emailing mlowery@ozarkcityschools.net.

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SECTION 1: GENERAL INFORMATION

1.1. CLASS ASSIGNMENTS

The principal has full authority to assign students to classes. The information to be used in the assignments of students includes results of the student testing program, teacher recommendations, previous placements of students, interests of students, other coursework of students, the emotional, social, mental, or physical characteristics of students, and teacher loads. Students in grades 7-12 select courses in collaboration with guidance counselors and their parents.

1.2. PARENT INFORMATION AND CONTACT

Parent Conferences

A student's education is the shared responsibility of students, their parents and teachers. Open communication is encouraged. If a problem exists, parents are encouraged to contact their child's teacher in order to resolve the problem as quickly as possible. If a conflict occurs and the problem cannot be resolved, the school principal should be contacted. Individual schools will have different procedures for scheduling conferences. High school conferences should be scheduled through the guidance office if you would like to meet with more than one teacher. Conferences must be scheduled at least 24 hours in advance.

PowerSchool Parent Portal

Parents can view students' attendance record, discipline record, and grades on Power School®. Log-in information can be obtained by visiting your student's school. Parents must present some form of picture identification. Parents/guardians can reach out to their school counselor(s) to receive access to the PowerSchool Parent Portal.

Schoology

Parents may also access real-time coursework, grades, and other pertinent classroom information through the Schoology Parent Portal. To receive access, parents should reach out to the school's guidance counselor.

School Visitors

In order to maintain a safe and organized environment within the schools of the School System, **all visitors are immediately required to report to the main office upon arrival on a school campus.** No unauthorized visitors will be allowed in the classroom. Visitors wishing to speak with students must have an approved reason and/or be on the student's approved contact list.

Use of School Telephone

Students will be allowed to use school telephones at any time during the school day with teacher and/or office staff permission. Personal calls to students cannot be accepted through school phone lines. These lines must be kept open for school business. Students will not be called out of class to the phone unless it is for an emergency reason. Parents should make arrangements for appointments or alternative transportation before the student leaves for school.

1.3. TRANSFERS AND WITHDRAWALS

In order to withdraw in good standing, a student must complete the following procedure:

1. The parent/guardian must send a written notice to the school counselor or child's teacher stating when the student will be leaving and where the student will be going. Such notice should be provided at least one day in advance of the student's departure.
2. All school materials (uniforms, computers, textbooks, instruments, etc.) must be returned to the appropriate teachers as each class is cleared. Lost or damaged materials must be paid for when they are returned, and all fees and lunch balances must be cleared.

1.4. STUDENT MATERIALS AND FEES

Student Laptops

Parents and students are required to sign the Student/Parent Technology Agreement before a student may use school-issued technology. This school year, Chromebooks will remain in classroom sets and Chromebooks may be checked out from the library on an as-needed basis. Students are expected to use all technology responsibly and return devices to the designated classroom storage area in good working condition at the end of each class period. Students may be held

financially responsible for damage to or loss of school-issued devices or accessories resulting from negligence or misuse. The current replacement cost for a Chromebook is $220.00, and the replacement cost for a charger is $15.00.

Textbooks

All textbooks furnished free of charge to students and in accordance with applicable state laws shall remain the property of the Board. A receipt shall be signed by each student upon issuance of any textbooks by school officials. The parent, guardian, or other person having custody of the student to whom the textbooks are issued shall be held liable for any loss, abuse, or damage to Board owned textbooks.

Failure to pay the School System for a lost or damaged book within 30 days after notification will result in loss of use of other textbooks and/or non-issuance of other textbooks. In computing the loss or damage of a textbook, the basis of computation shall be a variable of 50% to 75% of the original cost of the book paid by the Board.
Reimbursement will be made to the students who relocate textbooks after payment is made to the School System and upon presentation of payment receipt.

Lost and Found

Found items should be turned in to the school office. Students and parents should check school offices for lost belongings.

Student Fees

Elementary Grades Fees to support school sponsored student extracurricular activities shall be approved by the local school principal or designee. In accordance with law, no fees of any kind shall be mandated for collection from students attending kindergarten through grade five. Voluntary contributions may be solicited in grades K-5, only upon approval of the local school principal and the superintendent. Voluntary participation in non-mandated areas may require a fee for participation.

Grades 6-12 Fees to support school sponsored student extracurricular activities shall be approved by the local school principal or designee. Reasonable fees may be charged for elective courses, extracurricular activities, and/or athletics. Unpaid fees will be added to student accounts at the end of the semester and/or school year. All fees must be paid by graduation for students to participate in graduation activities. Athletics and extracurricular activities may have additional stipulations regarding fees. Participation in school sponsored student extracurricular and athletic activities shall be on a voluntary basis by all students.

1.5. PRESCHOOL REQUIREMENTS

Students enrolled in Lisenby Primary School's First Class Preschool program must reside within the Ozark city limits. Students must provide proof of residency to be eligible for enrollment. Students must be independently able to use the restroom prior to the start date. .

1.6. NOTICE OF SURVEILLANCE

To provide and maintain a safe and secure environment for students, staff, and authorized visitors, the Ozark City Board of Education uses surveillance equipment on all properties (including buses) owned and/or maintained by the school system. Therefore, anyone on the premises of these properties (including buses) is subject to being recorded while on the property.

1.7. FEDERAL IMPACT AID SURVEY CARDS

Each year Congress sets aside funds to be awarded to school systems that are impacted as a result of federal property being located within their geographic boundary or through some form of federal employment among parents of students enrolled in the system. Impacted school systems must annually conduct a survey to determine the level of impact and qualify for the funds.

- Ozark City Schools conducts the annual survey in the fall. Every child in the school system will be given a survey card to be filled out by a parent/guardian. The three most common areas of impact in Ozark include parents that live in government housing projects, civilians that work on government property, and uniformed service personnel living either on or off a military installation.
- Every family in the school system must complete one of the survey cards for each child. The survey date for the 2026-2027 school year will be September 25.

1.8. MEDIA CENTER

The Media Center is open daily in each school. Students are encouraged to use the library, media, and electronic resources available. Students are responsible for the care and proper use of all school materials, resources, and equipment

SECTION 2: STUDENT SUPPORT SERVICES

2.1. SPECIAL EDUCATION SERVICES

The OCS Office of Special Education provides specialized instructional services, related services, and supplementary aids and services to students suspected of or identified as having disabilities. Ozark City Schools adheres to all federal and state guidelines required for the identification and placement of students with disabilities in needed programs. Parents are encouraged to participate in the special education process and to attend Individualized Education Program (IEP) meetings if their child is determined to be eligible for services.

2.2. TALENTED AND GIFTED EDUCATION

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

Teachers, counselors, administrators, parents or guardians, peers, self, or any other individuals with knowledge of the student's abilities may refer a student. Additionally, all second-grade students will be observed as potential gifted referrals using a gifted behavior checklist. For each student referred, information is gathered in the areas of Aptitude, Characteristics, and Performance. The information is entered on a matrix where points are assigned according to established criteria. The total number of points earned determines if the student qualifies for gifted services. To make a referral, contact the principal at your child's school.

2.3. CHILD FIND

Child Find is a component of the Individuals with Disabilities Education Act (IDEA) that requires states to identify, locate, and evaluate all children with disabilities, aged birth to 21, who need early intervention or special education services as well as children who may be gifted. Child Find is a continuous process of public awareness activities, screening and evaluation designed to locate, identify, and refer as early as possible all children with disabilities. Ozark City Schools is active in this process and encourages your participation. For questions or to make a referral, please contact Maghen Lowery, Director of Special Education Services mlowery@ozarkcityschools.net Ozark City Schools, Office of Special Education, 860 US Hwy 231N., Ozark, AL 36360, 334-774-5197, extension 2540.

2.4. SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 protects qualified individuals with disabilities. Under this law, individuals with disabilities are defined as persons with a physical or mental impairment that substantially limits one or more major life activities. People who have a history of, or who are regarded as having, a physical or mental impairment that substantially limits one or more major life activities are also covered. Major life activities include caring for oneself, walking, seeing, hearing, speaking, breathing, working, performing manual tasks, and learning. For questions or to make a referral, please contact the counselor at your child's school.

2.5. MULTI-TIERED SYSTEM OF SUPPORT (MTSS)

Ozark City Schools utilizes the Multi-Tiered System of Support (MTSS) model for intervention. This is a systemic, continuous improvement framework in which data-based problem-solving and decision making is practiced across all levels of the educational system for supporting students. Each school has a designated school-based committee. The purpose of is to help assist classroom teachers in designing and selecting strategies for improving academic and/or behavioral performance for students experiencing difficulties in any of these areas.

2.6. TITLE I SERVICES

Title I

Federal funds under Title I, Part A of the *Every Student Succeeds Act* are budgeted and expended at schools serving grades K-12. The funds provide additional teachers and materials to assist students in meeting high academic standards in reading and mathematics. Parents are encouraged to support their child's achievement of the reading and math standards through approved scheduled classroom visits, parent/teacher conferences, participation in parent workshops offered at the school, and other volunteer opportunities.

Guidelines under the *Every Student Succeeds Act* entitle parents of all students enrolled in Title I-participating schools to request information regarding the professional qualifications of their child's teacher. These guidelines may be found under the "Parents Right to Know", Title I, Part A, Section 111(h)(6) of the Act. All schools in the Ozark City School system are Title I-participating schools: Lisenby Primary School, Mixon Intermediate School, DA Smith Middle School and Carroll High School. You may request information about the professional qualifications of your child's teacher(s) by contacting the school's office. Information will be mailed to you, or you may make arrangements to pick up the information at the school office.

Title I Information

Parents should develop knowledge related to the Title I programs in the following areas:

1. Each school conducts an annual Title I meeting to explain the purpose and offerings of the Title I program. It is usually at the beginning of the school year.
2. The school system's Title I plan is monitored by a system wide advisory committee. Information related to the advisory committee meetings may be obtained by contacting the superintendent's office.
3. Title I programs must operate consistently with the school Continuous Improvement Plan (CIP) and be evaluated annually for performance. The CIP is available for review on the school website.
4. Each school's Title I plan is created by a school planning team that includes parents. For information about joining this planning team, contact the school office.
5. Each school is required to offer opportunities for parent involvement and training. Watch for these events and plan to participate.
6. Each family of a child in a Title I school must sign a school/parent compact. The compact explains how the school and parent will work together to improve educational opportunities for the child.
7. Parents are encouraged to volunteer in Title I schools. For information on services needed, contact the school office.
8. The curriculum in Title I schools follows the Alabama Course of Study Standards. For more information on the Course of Study, contact your child's teacher.
9. Title I schools are required to offer support beyond the regular school day such as extended-day tutoring for grades K-8. For information related to services available at your child's school contact the school office.
10. Copies of the district's Title I Parent Involvement plan are available for review in the central office and on the school system website. School level Parent Involvement Plans are available for review at the schools and on the school's website.

SECTION 3: SCHOOL ACTIVITIES

A school activity is defined as any educational experience or curricular or extracurricular event that is approved officially by the school principal based on the following criteria: it is scheduled by the school principal, and the school principal has made specific assignments to an employee(s) of the Board to teach, coordinate, monitor, advise, sponsor, and chaperone said activity as a part of employment responsibilities. A variety of age-appropriate activities are available in the school system. At the middle school and high school levels, students are encouraged to participate in all extracurricular programs. Sponsors, directors, and coaches will be available throughout the year to meet with any interested student to fully inform him/her about their program. There may be fees associated with extracurricular activities.

3.1. STUDENT CLUBS AND ORGANIZATIONS

The Board encourages school-sponsored clubs and organizations that are directly related to the school curriculum and operate for the welfare and the best interest of the students and the schools. All school-sponsored clubs and organizations shall be under the direct control of the local school principal or his/her designated representative. Organizations may have specific requirements for participation, acceptance, and maintaining membership in the club/organization. Membership shall not be denied on the basis of race, creed, color, disability, or national origin.

3.2. STUDENT SOCIAL EVENTS

All social events sponsored by the school shall be under the control of the school principal and/or designee. All such events shall be held in accordance with such rules and regulations as may be developed by the principal, superintendent, and the Board. There may be special requirements, dress codes, etc. for student social events.

3.3. FIELD TRIPS

When participating in a field trip, students are expected to exhibit good behavior and will be subject to the same provisions in the Student Handbook applicable to regular classroom activities. Students must have a Field Trip Permission Form signed by their parent(s)/guardian(s) on file with school officials before departing on a school-sponsored field trip, by school bus or private transportation as approved by the Superintendent.

SECTION 4: ATTENDANCE

The Board believes that regular attendance is important to students and to the school system. Regular attendance by students facilitates the development of the skills and knowledge necessary to function in a democratic society. Therefore, the Board endeavors to secure, in compliance with Alabama law, the prompt and regular attendance of students and to secure their proper conduct and to hold respective parents/guardians responsible and liable for their child's/children's non-attendance and/or improper conduct. Further, the Board directs that teachers and other applicable personnel shall maintain attendance records in accordance with directions set forth by Alabama laws, State Board of Education policies, State Department of Education regulations, and Board policy. *See page 22 for PARENT'S RESPONSIBILITY FOR THEIR CHILD'S CONDUCT.

4.1. ABSENCES

Definitions

School Day - A school day absence is defined as non-attendance for at least fifty-one (51%) percent of the regularly scheduled school day. To be counted present, a student must be present more than fifty (50%) percent of the scheduled school day.

Class Absence - class absence is defined as non-attendance for more than fifty (50%) percent of a regularly scheduled class. To be counted present, a student must be present more than fifty (50%) percent of the scheduled class time.

Excused and Unexcused Absences

In accordance with state law, a parent/guardian MUST explain the cause of every absence of students under his/her control or charge. Every student MUST turn in and/or submit electronically via PowerSchool® a written excuse signed by his/her parent/guardian, doctor, or court within three (3) school days after he/she returns to school following an absence(s).

Students are not permitted to be absent from school without a valid excuse. A student's absence from school may be excused only for the following reasons:

- Illness (parent note* or doctor note)
- Death in the immediate family (Please provide documentation—parent note* or obituary.)
- Inclement weather, which would be dangerous to the life and health of the student, as determined by the principal and /or Superintendent.
- Legal reasons (Note from the court system)
- Emergency conditions as determined by the principal and/or Superintendent.
- Religious
- School Activity/Field Trips

* Students may have no more than four (4) parent notes per semester. Any absences beyond this will be coded as unexcused absences.

Unexcused Absences

An absence will be marked as unexcused when the student fails to present and/or submits electronically via PowerSchool® a written explanation signed by his/her parent/guardian within three (3) school days upon returning to school. An absence will be marked unexcused when the explanation fails to meet one of the recognized reasons for absences as shown below

Additional Absences Notes

- Absences of three (3) or more consecutive days must be pre-approved by the principal or his/her designee
- Students who are absent ten (10) consecutive days without an excuse may be withdrawn.
-

Student Tardies, Check-Ins, and Checkouts

All tardies shall be recorded. A tardy is defined as a student's arrival after the official time set for the commencement of a school's regular daily activities, i.e. bell, homeroom, roll call, etc. Tardies shall be considered unexcused time from class periods missed unless explanation is presented to the principal or designee by the parents/guardians that the tardy was for an excused reason. **K-8 PARENTS MUST SIGN IN TARDY STUDENTS AT THE SCHOOL OFFICE.**

All checkouts shall be recorded. A checkout is defined as leaving school prior to the end of the respective school's regular daily activities. Checkouts shall be considered unexcused absences from those class periods missed unless evidence is presented to the principal or designee by the parents/guardians that the checkout was for an excused reason. All students must checkout through the school office. Students may not be signed out by anyone not on the student's approved contact list. A valid ID may be required to check out a student.

GRADES K-5 - The following procedure will be followed based on the accumulation of unexcused tardies:

1. Upon documentation of the accumulation of three (3) unexcused tardies, parents will be notified by letter.
2. Upon documentation of the accumulation of five (5) unexcused tardies, parent(s)/guardian(s) and student will participate in a conference with the School Official and the Attendance Officer.
3. Upon documentation of additional unexcused absences, the principal and/or designee will outline additional consequences.

GRADES 6-12 will follow procedures established at the respective schools.

If a student continues to accumulate excessive unexcused tardies, parent(s)/guardian(s) and student may be referred to the Dale County Department of Human Resources (DHR) for intervention. Code of Alabama (1975), § 16-28-12

4.2. EXCESSIVE ABSENCES

Truancy Prevention Procedures

A parent, guardian, or other person having charge of any child officially enrolled in Alabama public schools (K-12) shall explain in writing the cause of any and every absence of the child no later than three (3) school days following return to school. A failure to furnish such an explanation shall be evidence of the child being truant each day he/she is absent. The child shall also be deemed truant for any absence the principal determines to be unexcused based on the State Department of Education's current School Attendance Manual, and/or Ozark City Schools Procedure.

1. PARENTAL NOTIFICATION
   Upon documentation of the third (3) unexcused absence, parent(s) shall be notified of the child's truancy, dates of unexcused absences and shall be reminded of the Alabama's Compulsory School Attendance Law.
2. EARLY WARNING TRUANCY PREVENTION PROGRAM
   Upon documentation of the fifth (5) unexcused absence, the parent(s) or guardian(s) of the child shall: Participate in the Early Warning Truancy Prevention Program provided by the juvenile court system.
   a. Failure to appear at the Early Warning Truancy Prevention Program shall result in the filing of a complaint/petition against the parent under Code of Alabama (1975), § 16-28-12 (failure to cooperate), or a truancy petition against the child, whichever is appropriate.
   b. Parents and/or guardians may only participate in the Early Warning Truancy Prevention Program once; subsequent acts of truancy may result in the filing of a complaint/petition with the court system.
3. TRUANCY COMPLAINT/PETITION
   a. Upon documentation of the seventh (7) unexcused absence, a complaint/petition against the parent(s) or guardian(s) – Code of Alabama (1975), § 16-28-12 (failure to cooperate), or against the child – truancy, whichever is appropriate shall be filed with the court system.
4. CHILD UNDER PROBATION
   a. Where a child under probation is truant, the school attendance officer should immediately notify the juvenile probation officer.

Chronic Absenteeism

The state has defined: "Chronic Absenteeism", as the accumulation of 18 or more "Excused" and/or "Unexcused" absences each school year.

The following procedure will be followed based on the accumulation of excused and/or unexcused absences:

1. Upon documentation of the accumulation of nine (9) absences, parent(s) will be notified by letter.
2. Upon documentation of the accumulation of twelve (12) absences, parent(s) and student will participate in a conference with the Attendance Officer and/or designee.
3. Upon documentation of the accumulation of fourteen (14) absences, parent(s) and student will participate in a conference with the Superintendent and/or his designee.

Absentee Referrals

Teachers shall refer all cases of known truancy, parental neglect, and chronic absenteeism to the principal or designee. The principal or designee shall refer any such students to the Attendance Officer in accordance with the Early Warning Truancy Prevention Program.

4.3. ABSENCES AND MAKE-UP WORK

If a student is absent with a valid excuse the student shall be allowed to make up all major assignments and other work missed during said absence or absences at a time agreeable to the teacher(s). Make-up work for unexcused absences may be approved on a case-by-case basis by the principal or designee.

Teachers shall not be required to re-teach lessons, but students shall be given a reasonable opportunity to learn the lessons missed due to excused absences. The parent/guardian or student shall be responsible for contacting teachers or school to arrange necessary make-up work within two (2) days after returning to school following an excused absence.

4.4. HOUSING AND EDUCATIONAL RIGHTS

Students without fixed, regular, and adequate nighttime residences have the following rights:

1. Immediate enrollment in the school they last attended or the local school where they are currently staying even if they do not have all of the documents normally required at the time of enrollment without fear of being separated or treated differently due to their housing situations.
2. Transportation to the school of origin for the regular school day.
3. Access to free meals, Title I and other educational programs, and transportation to extra-curricular activities to the same extent that it is offered to other students.

Any questions about these rights can be directed to the local McKinney-Vento liaison at (334) 774-5197 or the State Coordinator at (334) 242-8215.

SECTION 5: HEALTH AND WELLNESS

Ozark City Schools follows applicable local, state, and federal laws, regulations, and public health guidance to help maintain a safe learning environment. In the event of a public health concern, emergency, or other health-related situation, the district may implement temporary procedures, protocols, or requirements as deemed necessary by school officials and in accordance with guidance from appropriate governmental and public health agencies. Families will be notified of significant health and safety updates as circumstances warrant.

5.1. FOUNDATIONAL WELLNESS

The Ozark City School System is dedicated to educating the whole child by focusing not only on the academic and behavioral portions of our curriculum but including the foundational wellness component into our practices as well. Through this Multi Tiered System of Support (MTSS), it is the goal of Ozark City Schools to produce productive citizens that are college and career ready.

Trained counselors are available to work with students needing or wanting help. Visits to the Guidance Office should be made between classes, or before or after school; however, teachers may give permission for students to visit the Guidance Office at other times.

Counseling Services Offered

- OCS Opt-In Mental Health Services - Guidance Dept.
- OCS Written Notification of Mental Health Opt-In - Guidance Dept.
- ARCH contracted Counseling Services for students - Guidance Dept.

5.2. STUDENT ILLNESS

Students should be fever/vomit/diarrhea free for 24 hours without the use of any medications before returning to school. Anything 100.0 F or above is considered a fever, and students will be sent home. Students must remain home until they have been fever-free for at least 24 hours without the use of medications such as Tylenol or Ibuprofen.

5.3. STUDENT INSURANCE

The Board may require a student in certain curricular or extracurricular areas to participate in the school accident insurance program or file with the school principal a statement from the student's parent/guardian that said student is adequately protected against accidents that may occur while participating in said activities.

5.4. STUDENT IMMUNIZATIONS

An up-to-date Alabama Certificate of Immunization (Form IMM 59 or other Department of Public Health Form) against diseases designated by the Department of Public Health is required for every student enrolled. Provided a student transfers into the School System from another school district within or outside the state, the Certificate of Immunization as defined shall be required before the student can be enrolled in any grade in the schools of the School System. Any exceptions must be approved by the Superintendent or his designee.

5.5. STUDENTS SELLING ITEMS ON CAMPUS

Due to safety, health code requirements, and USDA guidelines, students cannot sell items on campus unless they are a part of a school-approved fundraiser. This includes food and drinks

5.6. MEDICATIONS

Guidelines for Administering Medicine on Campus

- Only designated members of the school staff may administer medication to students.
- In cases of ADD, ADHD, seizures, or conditions that are chronic or life-threatening, appropriate school personnel may administer medication.
- A physician must prescribe the medication and complete and sign the "Parent Provider Authorization Form." This form along with the parent/guardian's signature must be completed or no medication will be administered by the School Nurse or designated employee. Forms are available at the local schools or on the Ozark City Schools website.
- Medication must be kept in a secure location and proper documentation will be completed. Parents/guardians must physically bring the medication to the School Nurse, **NO EXCEPTIONS**.
- Please do not send any type of medications to school with your child. If you cannot make it to the school, please call your School Nurse to make other arrangements.
- Medication must be in the original pharmacy bottle with the proper matching label.
- Students may be allowed to carry inhalers or other emergency medications such as Epi- Pens on their person and self-administer the medication as directed by the physician. This arrangement will be allowed upon written request of the physician and at the discretion of the Lead Nurse and school principal.
- Students found with medication not authorized by school officials will be handled as per the Code of Conduct.

Invasive procedures, including but not limited to, tracheostomy care, gastrostomy tube feeding, and medication administration by injection or other means, shall be provided only by a registered nurse, by a licensed practical nurse under the supervision of a registered nurse, or trained employee under the supervision of the School Nurse and/or Lead Nurse and with written authorization from the physician and parent. No over-the-counter medicines will be available. If a child needs over-the-counter medicine, students will be allowed to call parents at the discretion of the School Nurse. Please do NOT send medication to school with your student.

5.7. REQUIRED NOTICES AND POLICIES

Head Lice Policy

Ozark City has a "No Nit Policy" meaning "any student" infested with head lice shall be excluded from school until the student has received treatment for head lice and all nits have been removed.

Bed Bug Procedure

Ozark City School has adopted a Bed Bug Procedure and is as follows: If bed bugs are found on a student or his/her belongings, the proper steps will be taken to contain the situation. We will contact the guardian of the student and ask that they be picked up. Parents of students in the classroom will be notified of the situation. Please remember, it is in violation of Federal law to disclose any personal information about who the student is. Steps will be taken to completely clean and sanitize the classroom where the incident occurred. Students may return to school upon starting treatment of the infestation. We will have information and resources available to help families and can be contacted with any questions.

Important Information on Meningococcal Disease and Vaccine

- ***What is meningococcal disease?***
  - Meningococcal disease is a serious illness caused by bacteria. It is the leading cause of bacterial meningitis in children 2-18 years old in the United States.
- ***How do you catch the disease?***
  - The bacteria that cause meningococcal disease are very common. The disease is most common in children and people with certain medical conditions that affect their immune system. College freshmen living in dormitories also have an increased risk of getting the disease. The disease is spread through exchange of respiratory droplets or saliva with an infected person through kissing, coughing, sneezing, and sharing drinking glasses and eating utensils. In a few people, the bacteria overcome the body's immune system and pass through the lining of the nose and throat into the blood stream where it causes meningitis. Meningitis is a term that describes inflammation of the tissues surrounding the brain and spinal cord.
- ***What are the symptoms of the disease?***
  - Fever
  - Red rash
  - Headache
  - Stiff neck
  - Drowsiness
  - Nausea and vomiting
- ***Meningococcal vaccine: Who should get the vaccine and when?***
  - MCV4, or the meningococcal vaccine, is recommended for all children 11-12 years of age and for unvaccinated adolescents at high school entry (15 years of age). High school seniors should also consider obtaining the vaccine prior to entering college, especially if they are planning on living in a dormitory. Please consult your physician or local health department for more information.

For more information on this and other vaccine recommendations go to: www.adph.org/immunization

SECTION 6: EMERGENCY DRILLS

The School System has in place an extensive safety plan for each school. Emergency drills shall be held and documented at least once a month in each school.

6.1. FIRE DRILLS

An orderly plan for evacuation has been developed in cooperation with the local fire department and rules and regulations as may be set forth by Alabama Law and the State Fire Marshall's Office. Exit plans are posted in each school in all rooms occupied by students.

6.2. REQUIRED PROCEDURE (TORNADO WATCH)

In the event a tornado watch is issued for areas in which a school of the School System is located, the principal or designee of that school shall take all actions as specified in the approved safety plan. When a tornado watch is in effect at the conclusion of the normal school day, students will be released via regular dismissal and transportation plans.

6.3. REQUIRED PROCEDURE (TORNADO WARNING)

In the event a tornado warning is issued for areas in which a school of the School System is located, the principal or designee of that school shall take all actions as specified in the approved safety plan. Under a tornado warning, students shall not be released via regular transportation plan, (i.e. carpools, private vehicles, etc.) provided the warning is in effect at the time set for concluding normal school day activities. The student may be released during a tornado warning to student's parents/guardians at the end of the school day, provided said parents/guardians come to the school and assume custody of their children.

6.4. LOCK DOWN PROCEDURE (INTRUDER)

Intruder drills shall be held and documented each semester. In the event an intruder is identified on a school campus, the principal or designee of that school shall take all actions as specified in the approved safety plan. A lock down will be signaled, and all areas will be secured immediately.

6.5. MEDICAL EMERGENCY PROCEDURES

Campuses may need to be secured in the event of a medical emergency. To ensure safe and efficient access to an individual or individuals experiencing a medical emergency, the campus may be secured and movement may be limited or prohibited in hallways, classrooms, or common areas until the medical event is under control and medical professionals have access.

SECTION 7: CHILD NUTRITION PROGRAM (CNP)

Students are encouraged to make healthy food choices each day. After receiving a reimbursable meal, students may return to the serving line for complimentary fruits and vegetables, as available. Additional entrée items may be purchased based on the day's production plan and available inventory. Students in grades 5–12 may also purchase approved USDA Smart Snacks and other à la carte items. Parents may establish a prepaid meal account to cover these purchases through LINQ Connect at www.linqconnect.com. Students may pay cash for ala carte or additional items; they will be charged to the LINQ Connect account.

Ozark City Schools participates in the National School Breakfast Program (NSBP) and the National School Lunch Program (NSLP). These federal programs ensure that healthy, nutritious meals are available to students in all schools. Pursuant to current USDA waivers, all students will receive free breakfast and lunch meals for the 2026-2027 school year. No applications will be collected for the purpose of verifying student eligibility for free or reduced meals. All students are automatically eligible. Parents should take advantage of this opportunity by encouraging students to eat in the school cafeteria.

Any purchased fast-food items packaged in containers bearing logos may not be brought into any cafeteria during school hours. Students may not have food delivered to the school.

Offer versus serve: Federal meal regulations allow schools to use either traditional meal service or "Offer Versus Serve." At LPS and MIS, students receive all meal components. At DAS and CHS, students may decline certain items while still selecting a reimbursable meal that meets federal requirements.

Share Boxes: All schools maintain a Share Box to help reduce food waste. Students may place unopened, sealed, ready-to-eat food items and whole fresh fruits in the Share Box. Other students may take approved items from the Share Box in accordance with school procedures and food safety guidelines.

6.6. SUN BUCKS PROGRAM

Important: Verify and update your mailing address with your local school system by March 1 each year. This address may be used for SUN Bucks summer grocery benefits and related communications.

6.7. LUNCHROOM MEAL PRICES

MEAL PRICES	BREAKFAST	LUNCH
Students (grades K-5)	NC	NC
Students (grades 6-12)	NC	NC
OCBE Employees	$3.50	$5.50
Visitors	$3.50	$5.50

6.8. LUNCHROOM BEHAVIOR

All students are expected to display appropriate behavior and use good manners in the cafeteria.

6.9. CELEBRATIONS AND FLOWER/GIFT DELIVERIES

Grades K-5 – Celebrations may be held during the school year at the discretion of the principal. No surprise or birthday parties are to be held. Party invitations **may not** be distributed at school. No homemade food is allowed in the classroom. Deliveries of flowers, balloons or gifts at all schools are prohibited.

SECTION 8: TRANSPORTATION AND STUDENT DRIVERS

8.1. TRANSPORTATION STATEMENT

Transportation is a privilege provided by Ozark City Schools to assist families. Students will be transported only to the address on file with the school. If your child needs to be transported to a different address each day, such as a daycare, other caregiver, or the Boys and Girls Club, that address must be provided to the school at the beginning of the year. Address changes require proof of residency (such as a current electric bill) and must be made in person at the school office. To ensure student safety and consistent transportation, students cannot be transported to different addresses on different days of the week.

We realize that there are times when situations come up where a parent might like to make a short-term change in the transportation plan. Once again, we must deliver the child to the established drop-off address and no changes will be made based upon phone calls or written notes. Transportation changes related to bus transportation must be made in person.

Parents/guardians are expected to safely receive their child each day. For elementary and special needs students, an adult must be present at the bus stop or residence before the student can be released. If no one is available or the student cannot enter the home, the student will be transported to the Ozark City Schools Transportation Department, 860 Hwy. 231 North (across from Townsend Building Supplies), and a parent/guardian or emergency contact will be notified for pickup. Repeated incidents may result in additional consequences, including involvement of school authorities and suspension of transportation privileges.

8.2. TRANSPORTATION EXCEPTIONS

- If a child rides a bus and needs to become a car rider for the day, that information must be communicated to the school prior to 12:00 on the day of the change. That change should be made in person or communicated directly to the principal or assistant principal. The person picking up the child must be listed on the contact list and have the required identification tag to pick up the student. Changing from one type of transportation to another is very confusing for small children, so we encourage these changes to be made only in emergency situations.
- Late checkouts will not be allowed. School offices will close at 2:30 to prepare for dismissal. If you need to check your child out of school, it must be done prior to 2:30. If an individual is picking up a child and does not have the appropriate car tag, they should arrive at school prior to 2:30 and come to the office. *The school personnel will verify that the individual is on the child's contact list and verify identification prior to releasing the child.*
- The implementation of these transportation rules may seem excessive and *may cause some level of frustration for parents at some point in the school year.* However, the intent is to do what we can to keep all of our students safe and to do what we can to prevent unintended errors as we transport about 1,500 students each day.
- Questions regarding transportation procedures should be directed to the school principal, the Director of Transportation, or the Superintendent of Schools.

8.3. TRANSPORTATION CARRY-ON ITEMS

Student safety is the primary concern in the student transportation program. Since carry-on items can at times compromise the safety of other riders, it is necessary to limit the size of items that can be carried on route buses.
Band instruments – Items with a case size larger than 28" x 13" x 8" may not be transported on route buses.
Miscellaneous – Items that are judged to risk the safety of others, due to their size, may not be carried on a route bus. The bus driver or the school principal will make this judgement. Examples of items that may not be carried on the bus include color guard flag poles, ball bats, and JROTC drill rifles.

8.4. AUTOMOBILE AND VEHICLE USE BY STUDENTS

Students operating motorized vehicles on school premises shall do so in accordance with Alabama traffic laws and such rules and regulations as may be formulated by local school officials. Students must not remain in their automobiles or other motorized vehicles after arrival on campus and must not return to them during the school day without authorization. Students will be required to present evidence of an Alabama driver's license and proof of current liability insurance before they are authorized to bring a vehicle on school premises. Students will be required to purchase parking decals. **Driving privileges may be revoked or suspended for violation of rules and/or regulations.**

Driving Rules for Carroll High School

Students understand that they must obey the following parking lot rules, or their parking permit may be revoked.

- Students will at all times comply with state law and city ordinances.
- Students who park on campus agree that their vehicle is subject to search and will not contain illegal drugs, alcohol, or contraband.
- Students understand that no weapons are allowed in their vehicles.
- Students understand that they must obey all traffic laws.
- Students understand that flags and banners can be a distraction and hazard for other drivers.
- Students agree not to display any flag, banner, decal/sticker, or sign which in any way incites violence or displays discrimination or hatred toward any other person, race, or group from their vehicle while on school property.
- Students who have classes at the Career Center cannot drive themselves to that campus without an approved parking pass from the CTE Director. Students who drive themselves to school arrive late should report to the high school to check-in.

The decision of the school principal will be final with regard to the above rules. Parking privileges may be revoked if the violation continues after a warning.

School Enrollment Form for Driver's Permit (Carroll High Students)

To obtain a driver's permit, students should pick up the form from the guidance office, main office, or student office. This form is required by the State of Alabama. A student must be enrolled and attending school to keep his/her license. If a student stops attending, notification will be sent to the Alabama State Department of Transportation and the license will be revoked.

Bicycles

Students must park bicycles in the designated areas. Students are responsible for providing locks for their bicycles.

SECTION 9: DRUG, ALCOHOL, AND WEAPON POLICIES

9.1. SMOKING/USE OF TOBACCO AND/OR VAPE PRODUCTS

The Ozark City School System prohibits the use of tobacco, e-cigarette and/or vaping in any form in any school building, on any school system property, in any school system vehicle, or at any school or school system function. The prohibition of any tobacco, e-cigarette and/or vaping in any form applies to students, employees, or patrons in attendance on school property. Students and faculty using tobacco, e- cigarette and/or vaping products will be disciplined according to the Ozark City School System Policies and Code of Conduct. Parents and patrons will be asked to leave and may be barred from campus.

9.2. ALCOHOL

The Ozark City School System prohibits the use of alcohol in any school building, on any school system property, in any school system vehicle, or at any school or school system function. The prohibition of alcohol applies to students, employees, or patrons in attendance on school property. Students shall be specifically prohibited from being under the influence of, consuming, or being in possession of alcohol on school premises or school bus, or at a school function away from school, any alcoholic beverages as defined by state statutes. Students violating this policy shall be subject to applicable sanctions listed in the Student Code of Conduct.

9.3. DRUGS AND MEDICINE

Any student who is in possession of narcotics, over the counter, prescription medications, or CBD/THC products on any campus at any point or other school-sponsored activity (on or off campus), will be searched and disciplined according to the Ozark City School System Code of Conduct. Law enforcement and DHR will also be notified. This includes any student who is involved in the use of narcotics and/paraphernalia during school, or who is involved in the use of narcotics prior to coming to campus, or who is involved in selling or buying drugs, or who is involved in selling "imitation" drugs. Students who are suspected of being in possession of or under the influence of any of the above listed substances are subject to search.

9.4. DEADLY WEAPONS/DANGEROUS INSTRUMENTS

The possession of a deadly weapon or dangerous instrument in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited except for authorized law enforcement personnel and as provided by law. In the case of suspected or known offenders, the Ozark City Police Department will be notified, and the appropriate disciplinary action will be taken according to the Ozark City School System Code of Conduct at the school and system level. **Federal Law prohibits the possession of firearms on school grounds except for authorized law enforcement personnel.**

SECTION 10 : STUDENT DRESS AND APPEARANCE

10.1. DRESS CODE

Students shall dress in a manner that is appropriate for a learning environment and a school setting. Health, safety, decency, and the prevention of distractions are the primary reasons for the development of the dress code for the Ozark Schools. Failure to comply with the guidelines will result in penalties ranging from a warning to suspension. In addition, the student will be required to come into compliance before being allowed to attend class or classes. No code or policy can be all-inclusive. There may be a situation that arises, not covered in this code; in these situations, the principal or his/her designee will deal with these on an individual basis. School personnel, on a case-by-case basis, will address any hairstyle, hair color, article of clothing, or other student item that is a distraction to the educational process. The Student Dress Code includes the following restrictions and/or requirements:

1. Footwear is required. Course specific rules may apply to the type of shoes allowed. ***For example: Tennis shoes are preferred in elementary school, but not required.*
2. Jewelry that creates hazardous conditions shall not be worn. ***Lisenby Primary School and Mixon Intermediate School request that jewelry, other than earrings in ears, not be worn to school due to possible loss by students.*
3. Sunglasses may not be worn in the building except for medical reasons.
4. Clothes and hair shall be clean and neat. Students shall follow appropriate personal hygiene.
5. Hats, caps, and head coverings (including sleepwear accessories) shall not be worn in the school building unless approved by the principal for special days.
6. Shirts are required to have solid sleeves that cover or cap the entire shoulder. Halters, spaghetti straps, and tank tops are **NOT** allowed.
7. Shirts must also cover the midriff section and should be an appropriate length (i.e., tying shirts up to be shorter, crop tops, rolled shorts, etc. are not allowed).
8. Costumes are not allowed except when approved.
9. No sleepwear (including pajamas, gowns, sleepwear accessories, slippers, and blankets) shall be worn.
10. Must wear clothing that properly fits. Sagging pants, oversized pants or pants not worn at the waist are not allowed. No oversized clothing allowed. Unbuckled belts or suspenders shall not be worn.
11. See-through clothing and plunging necklines are not permitted.
12. Excessively tight clothes such as bicycle shorts, leggings, bodycon dresses, jumpsuits, etc. are not permitted without appropriate coverage (for example, leggings under an appropriate length shirt or bicycle shorts under a dress).
13. Lewd or vulgar sayings on clothing (including decals, slogans, or sayings that contain references to illegal or immoral behaviors, such as gang paraphernalia, bandanas or advertisements for alcoholic beverages. tobacco, weapons, or illegal drugs) are not allowed.
14. Shorts, skirts, or dresses <u>with a waistband at natural waistline</u> shorter than mid-thigh in length around the entire garment are not allowed.
15. No holes revealing skin above the knee in pants, skirts or shorts.
16. Undergarments are required.
17. Full-length coats will not be worn inside the school building.

****Developmentally appropriate implementation will occur in the primary grades at Lisenby Primary School.**

Students may have clothing requirements for specific activities in assigned classes; examples include closed-toe shoes in a construction lab or science lab, scrubs to participate in a health science activity, or required attire for a class activity or field trip.

SECTION 11: SCHOOL SAFETY, DISCIPLINE, AND CONSEQUENCES

11.1. LOITERING

- All students must be picked up no later than 3:20 p.m. unless required by school personnel to remain on campus. if not required by school personnel to remain on campus, the school resource officer (S.R.O.) will be contacted. Students are not allowed to return to campus after leaving.
- All students must be picked up within 30 minutes of the conclusion of school-sponsored events. if not law enforcement and DHR will be notified.
- Students not assigned to be on campus (dual enrollment, co-op, etc.) should not remain on campus. This ensures we have accurate information of who is on campus during an emergency. Students who have specific permission to be on campus with a specific teacher (i.e., making up work) should remain there the entire time they are on campus during a class not scheduled on campus.

11.2. SEXUAL HARASSMENT/TITLE IV

The Board of Education will not tolerate any form of sexual harassment. Harassment of any type should be reported to a counselor, teacher, or administrator as soon as possible. The Superintendent or designee will investigate any complaint of sexual harassment. Any student involved in the harassing of another student, faculty members, etc. will be disciplined according to the Code of Conduct.

11.3. DISTRIBUTION OF EXPLICIT IMAGES

No student shall distribute, display, solicit, possess, or produce a sexually or pornographic explicit image of any individual, including sexually explicit images of a child. This prohibition applies whether or not the image is of an identifiable person nor whether the age of the individual can be determined. This prohibition includes images of known and unknown individuals and those generated by artificial intelligence. Ozark City Police Department and/or DHR may be notified in cases involving explicit images.

11.4. DUE PROCESS

Informal Due Process

Short Term Suspension (fewer than 10 days in any given semester)

When a student is facing possible short-term suspension, the principal or designee shall ensure the following minimal formal due process procedures are accorded the student:

1. The student shall be given oral or written notice of the charge(s) against him/her.
2. The evidence supporting the charge(s) shall be explained to the student.
3. The student shall be given an opportunity to present his/her own version of the facts concerning the charges(s).

The disciplining authority (principal or designee) may immediately impose appropriate discipline measures, in accordance with Board guidelines, following the informal due process hearing stated above.

Formal Due Process

Long Term Suspension (more than ten (10) days per offense during any given term) or Expulsion.

1. The right to a due process hearing.
2. The right to a written notice of charge(s).
3. The right to notification of the hearing date, time, and place.
4. The right to be represented by counsel at the hearing.
5. The right to a written record of the Board's decision.

11.5. STUDENT COMPLAINTS AND GRIEVANCES

The procedure to follow by any student regarding a personal grievance is to discuss the matter with a teacher or other employee directly involved. When the nature of the grievance dictates otherwise, the student, upon notifying the teacher or other employee directly involved, may request a meeting with the school principal.

It is expected that most grievances will be resolved satisfactorily at this level. However, in the event of an unsatisfactory resolution to the grievance, the student, through his/her parent(s)/guardian(s) may, within five (5) school days after receiving the unsatisfactory decision, appeal the grievance to the Superintendent and then to the Board.

11.6. PARENT'S RESPONSIBILITY FOR THEIR CHILD'S CONDUCT

The Board hereby advises parent(s)/guardian(s) of their responsibility for the conduct of their child(ren) based on Legislative Act No. 93-672 that amends Section 16-28-12 of The Code of Alabama, 1975, which states:

"(A) Each parent, guardian, or other person having control or custody of any child required to attend school or receive regular instruction by a private tutor who fails to have child enrolled in school or who fails to send the child to school, or to have him or her instructed by a private tutor during the time the child is required to attend a public school, private school, denominational school, or parochial school or be instructed by private tutor, or fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct himself or herself as a pupil in accordance with a written policy on school behavior adopted by the local board of education and documented by the appropriate school official which conduct may result in the suspension of the pupil, shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than one hundred dollars ($100) and may also be sentenced to hard labor for the county for not more than 90 days. The absence of a child without the consent of the principal or teacher of the school he or she attends or should attend, or of the tutor, who instructs or should instruct the child, shall be prima facie evidence of the violation of this section."

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

Ozark City Schools' K-12 Code of Student Conduct

THE RIGHT TO ATTEND SCHOOL

Student Responsibilities Are:

- To abide by laws and the Board of Education and individual school rules and policies regarding attendance. To be punctual and regular in attendance.
- To promptly request and complete make-up assignments for excused absences or tardies.

Student Rights Are:

- To be informed of Board of Education and individual school rules and policies regarding school attendance, including policies and rules regarding absences, tardies, truancies and related programs, checkouts, make-up work and school sponsored activities.
- To be provided with make-up assignments for excused absences or tardies.
- Respect for person, privacy, and property

THE RIGHT TO RESPECT FOR PERSON, PRIVACY, AND PROPERTY

Student Responsibilities Are:

- To abide by laws and Board of Education and individual school rules and policies regarding respect for person, privacy, and property. To respect the recognized rights of others.
- To attend school and related activities without bringing items prohibited by law or the Board of Education policy or which will detract from the educational process.
- To respect the property rights of those at school and the general public.

Student Rights Are:

- To be informed of laws and Board of Education and individual school rules and policies regarding respect for person, privacy, and property.
- Knowledge and observation of rules of conduct

KNOWLEDGE AND OBSERVATION OF RULES OF CONDUCT

Student Responsibilities Are:

- To abide by laws and Board of Education and individual school rules and policies regarding rules of conduct. To document receipt of the Code of Student Conduct with his/her signature.

Student Rights Are:

- To be informed of Board of Education and individual school rules and policies regarding rules of conduct. To be informed as to the specific grounds of the violation(s) of the Board of Education's Code of Conduct.

THE RIGHT TO LEARN

Student Responsibilities Are:

- To abide by laws and the Board of Education and individual school rules and policies regarding the right to learn. To take advantage of appropriate opportunities provided for learning.
- To avoid hindering the teaching process.
- To seek assistance, if needed, to aid learning.

Student Rights Are:

- To be informed of laws and Board of Education and individual school rules and policies regarding the right to learn. To be provided a safe school environment free of tobacco products, illegal drugs, alcohol, or weapons.
- To be provided appropriate instructors, instruction, materials, and equipment to take advantage of the

opportunity to learn.

THE RIGHT TO FREE SPEECH

Student Responsibilities Are:

- To abide by laws and the Board of Education and individual school rules and policies regarding free speech. To be courteous of the views of others.

Student Rights Are:

- To be informed of laws and the Board of Education and individual school rules and policies regarding free speech.
- To express disagreement or concerns regarding the operation of the school in a constructive manner taking into account the rights of others, consistent with the established educational process
-

THE RIGHT TO STUDENT PUBLICATIONS

Student Responsibilities Are:

- To abide by laws and the Board of Education and individual school rules and policies regarding student publications. To communicate in a respectful manner consistent with good education practices.
- To seek accurate and complete information on the topics approved for publication.
- To observe the accepted rules for responsible journalism under the guidance of faculty members.

Student Rights Are:

- To be informed of laws and the Board of Education and individual school rules and policies regarding student publications. To participate, as part of the educational process, in the development and/or distribution of student or school publications.

THE RIGHT TO ASSEMBLY

Student Responsibilities are:

- To abide by laws and the Board of Education and individual school rules and policies regarding assembly. To seek approval, plan, and conduct meetings consistent with Board of Education rules.

Student Rights Are:

- To be informed of laws and the Board of Education and individual school rules and policies regarding assembly. To assemble in a lawful manner for a lawful purpose with prior approval by local school officials.

THE RIGHT TO PARTICIPATION IN SCHOOL PROGRAMS AND ACTIVITIES

Student Responsibilities Are:

- To abide by laws and Board of Education and individual school rules and policies regarding school programs and activities. To be courteous and responsible at all school programs and activities.
- To fulfill duties related to his/her participation in school programs and activities.

Student Rights Are:

- To be informed of laws and the Board of Education and individual school rules and policies regarding school programs and activities. To develop and participate in student programs and activities consistent with the local board of education and individual school policies. To seek office in any student organization consistent with the guidelines and criteria established by individual schools and the character/constitution of each student organization.

11.7. STUDENT DISCIPLINE

It is fundamental that orderly schools have clearly defined behaviors to which students must conform. Non-conformity to these behaviors results in violations of the Code of Student Conduct. Violations are grouped into four classes (Class I, Class II, Class III, Class IV) that range from least to most serious.

Appropriate school personnel shall investigate, verify, and take necessary action to resolve student misconduct. After determining a violation and the classification of violation, the teacher, principal or designee shall implement the appropriate sanction. Violations apply to student conduct on a school campus, at school related events, and while being transported to and from school or school-related events.

The Director of Transportation in accordance with the classifications in the Code of Conduct, will handle bus referrals. A review of the IEP by the IEP team or the 504 Plan by the 504 Committee may be held for any student who is in special education or the 504 program and has serious or excessive referrals to the office.

CLASS I VIOLATIONS

1.01 Distraction of or bothering other students
1.02 School property misuse or abuse
1.03 Eating or drinking in unauthorized areas and/or at unauthorized times (including chewing gum)
1.04 Inappropriate public display of affection, such as hand holding
1.05 Refusal to complete class assignment or to have assigned books, materials, etc.
1.06 Failure to follow classroom rules
1.07 Littering of school property
1.08 Possession of electronic games, entertainment devices, etc. on School System property without prior administrative approval
1.09 Sitting in or loitering around parked vehicles after arriving at school and/or when dismissed
1.10 Teasing/Name calling (Grades K-5)
1.11 Talking back (Grades K-5)
1.12 Non-conformity to dress code.
1.13 Any other violation which the teacher/principal or designee may deem reasonable to fall within this category after investigation and consideration of extenuating circumstances.

DISCIPLINARY ACTION/MINOR OFFENSES - CLASS I

All Class I offenses that occur in the classroom will be handled by the classroom teacher according to the teacher's approved classroom management plan. Students may be referred to the office by teachers only when the teacher has implemented the classroom management plan.

CLASS II VIOLATIONS

2.01 Excessive Class I violations as determined by the principal or designee
2.02 Unauthorized absence or leaving without permission from class or classes. (Grades K-5)
2.03 Unauthorized use of cell phones and devices during regular school hours.
2.04 Excessive tardiness - Repeatedly reporting late to school or class
2.05 Providing false information or refusal to provide information to a School System employee
2.06 Unauthorized use of school or personal property. Including unauthorized student fundraising.
2.07 Use of profane language or obscene manifestation (verbal, written, gesture directed toward another person)
2.08 Intimidating behavior – Knowingly pursuing a pattern of conduct, whether physical, verbal, written or electronic, that is intended to annoy, intimidate, extort, alarm, or terrorize another person.
2.09 Reckless operation of a vehicle on school campus
2.10 Flagrant or indecent dress code violation
2.11 Abuse or misuse of computers, programs, or technological equipment
2.12 Possession of cards, dice, and any other gambling devices or paraphernalia on School System property
2.13 Defiance and/or disrespect of school Board employee's authority; any non-verbal or verbal refusal to comply with a lawful directive or order of a School System employee
2.14 Inappropriate display of affection – Including but not limited to, embracing and kissing
2.15 Unauthorized organizations – any attempt to use the school day for activities that are not school related, school sponsored or approved.
2.16 Any other violation which the principal may deem reasonable to fall within this category after investigation and consideration of extenuating circumstances

DISCIPLINARY ACTION/MINOR OFFENSES - CLASS II

Administrative Options for Elementary Students (Grades K-5)

- In-school conference and parental or guardian contact when warranted.
- Parental contact and disciplinary action.
- In-School disciplinary action such as change in student's seating, detention, in-school suspension, suspension at the discretion of the principal or designee, or work assignments before or after school.
- Repetitive Class II offenses will become a Class III

Administrative Options for Secondary Students (Grades 6-12)

- In-school conference and parental or guardian contact when warranted. Special circumstances may warrant disciplinary action as outlined under subsequent offenses.
- In-school disciplinary action such as change in student's seating, detention, in-school suspension, Saturday School, suspension at the discretion of the principal or designee, or work assignments before or after school. Parking privileges at Carroll High School will be revoked.
- Repetitive Class II offenses will become Class III offenses.

CLASS III VIOLATIONS

3.01 Excessive Class II violations as determined by the principal or designee

3.02 Vandalism/property damage – intentional and deliberate action resulting in injury or damages of less than $50.00 to public property or the real or personal property of another.

3.03 Theft of property, stealing, larceny – the intentional unlawful taking or carrying away of property valued at less than $25.00 belonging to or in the possession or custody of another.

3.04 Receipt, possession, or transfer of stolen property with the knowledge or reasonable suspicion that it was stolen.

3.05 Directed use of profane language (written or verbal) or obscene manifestations towards a school board employee.

3.06 Biting and or spitting

3.07 Gambling—any participation in games of chance for money and/or things of value

3.08 Threats/extortion—verbal, non-verbal, printed, electronic, etc. communication maliciously threatening an injury to the person, property, or reputation of another with the intent to extort money or take advantage of any person or to force one to do any act or refrain from doing any act against his/her will.

3.09 Trespassing or presence in unauthorized areas—willfully entering or remaining on any school property without being authorized, licensed, or invited; or after having been authorized, licensed, or invited, refusing to depart when requested to do so by an authorized person.

3.10 Inappropriate conduct of a sexual nature

3.11 Use or possession of obscene and/or pornographic material.

3.12 Inappropriate touching of another person

3.13 Possession of and/or use of matches or lighters

3.14 Accessing or changing information in school computers or technology systems

3.15 Possession, sale, or use of a tobacco product, smokeless, electronic cigarettes, all forms of vaping and vaping products. Students may not solicit, use, or possess any tobacco product. Violations will be handled in the same way as all other alcohol, tobacco, and drug violations.

3.16 Written or verbal proposition to engage in sexual acts

3.17 Involvement in an altercation physical or verbal that does not constitute a CLASS IV offense.

3.18 Unjustified activation of fire alarm system or fire extinguisher

3.19 Possession, igniting, or use of fireworks or firecrackers, etc.

3.20 Leaving campus without permission.

3.21 Bullying – A continuous pattern of repeated, aggressive, disruptive, and intentional behavior, by the same person and/or persons including, but not limited to, hazing, harassment, intimidation, threats of violence, or menacing or violent acts that are intended to cause distress upon one or more students and does not constitute a CLASS IV offense.

3.22 Inappropriate recording, capturing, or distributing video and pictures on an electronic device (inappropriate pictures/altercations/activities/videos/social media posts)

3.23 Manufacturing, Possession, and/or Distribution of Pornography.

3.24 Unauthorized absence from class or classes. (Grades 6-12)

3.25 Leaving class without permission. (Grades 6-12)

3.26 Any other violation which the principal may deem reasonable to fall within this category after investigation and consideration of extenuating circumstances.

DISCIPLINARY ACTION/INTERMEDIATE OFFENSES - CLASS III

Administrative Options for Elementary Students (Grades K-5)

- Parental or guardian contact and disciplinary action.
- In-School Suspension.
- Suspension for one (1) to ten (10) school days.
- Recommendation for alternative placement.
- Recommendation for expulsion.

Administrative Options for Secondary Students (Grades 6-12)

- Appropriate disciplinary action which may include referral to Juvenile Court.
- Parking privileges at Carroll High School will be revoked, and parent/guardian/emergency designee must sign their child into and out of school with the ISS Teacher each day.
- Assignment to In-School Suspension or recommendation for Alternative Placement.
- Suspension (1 to 10 days).
- Recommendation for expulsion.

CLASS IV VIOLATIONS

4.01 Arson—the willful and malicious burning of any School System property or the personal property of anyone on School System property.

4.02 Robbery—the taking of money or other property from the person or custody of another by force, violence, assault, or by instilling the fear of same

4.03 Burglary of school property—entering or remaining in a school board structure or on the premises of any school system property with the intent to commit an offense.

4.04 Criminal mischief—willful and malicious damage or theft of more than $50.00 to public property or to the real or personal property belonging to another.

4.05 Bomb threat or other threats—any communication that has the effect of interrupting the educational environment.

4.06 Sexual offense—acts of a sexual nature including, but not limited to, sexual battery, intercourse, attempted rape, or rape.

4.07 Indecent exposure—exposing a part of one's anatomy that is offensive to others.

4.08 Fighting—a significant altercation that involves physical interaction by one or more parties.

4.09 Assault on another person (student, teacher, staff member, visitor, etc.)

4.10 Threat of battery or battery – the intentional touching or striking of a School System employee, student, or anyone else on School System property during school sponsored activities against his/her will; or the intentional causing of bodily harm, disability, or permanent disfigurement to a school Board employee, student, or anyone else on School System property or during school sponsored activities; or the use of a deadly weapon.

4.11 Inciting or participating in major student disorder—leading, encouraging, or assisting in major disruption that results in destruction or damage of private or public property, or personal injury to participants or others, or which disrupts the school environment.

4.12 Possession of a weapon—box-cutter, knife, metallic knuckles, tear gas guns, chemical weapon or device, or any other weapon, instrument, or dangerous object

4.13 Possessions of weapons/firearms - Possession of weapons/firearms: (possession means on your person, in your property, locker, or vehicle).

4.14 Preparing, possessing, and/or igniting any explosive device, including fireworks and firecrackers, etc.—preparing, possessing, or igniting on School System property explosives likely to cause bodily injury, property damage, or interrupt the educational environment.

4.15 Unlawful sale, use, purchase, transfer, furnishing or giving, or possession of illegal drugs or drug paraphernalia or alcoholic beverages. (Possession means on your person, in your property, locker, or vehicle), including any/all CBD/THC products.

4.16 Accessing or changing information in school computers or technology systems to endanger or cause harm to another individual

4.17 Manufacturing, Possession, and/or Distribution of Child Pornography.

4.18 Sexual harassment—Any sexual advances, requests for sexual favors, use of vulgar or sexually explicit verbal or written comments, gestures, or conduct, obscene or sexually explicit pictures, sexually oriented "kidding," teasing, or practical jokes directed toward another person or offensive to a third-party observer, including unsolicited written or verbal proposition to engage in sexual acts.

4.19 Gang Affiliation/Paraphernalia- Possession of gang paraphernalia, gang related materials or dress, recruitment of gangs (any act/behavior that communicates 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 property or school sponsored activities).

4.20 Any other offense that the principal may deem reasonable to fall within this category after investigation and consideration of extenuating circumstances.

A student who is accused of crime(s)s as defined under the laws of the City of Ozark, the State of Alabama, or the United States of America: It is the intent and duty of the Ozark City Schools Board of Education to provide students, staff, and administrators with educational settings that are safe, orderly, and conducive to learning. Therefore, if a student is charged with a crime in the community that is a felony, of a violent nature, or involves deadly weapons, the school principal shall immediately notify the superintendent or designee and apprise him/her of the charges. A hearing will be held to consider the nature and seriousness of the charges, affording the student and the parents proper due process. One of the following recommendations will be made at the hearing:

- Student(s) will be placed at Eagle Academy for a ten (10) day transition period.
- Student(s) will be placed in a homebound setting or at a neutral site until criminal charges have been disposed of by appropriate authorities.

During this period of time, the student will not be allowed to come on campus of any Ozark City school or attend any extra-curricular activity or event involving an Ozark City school. The graduation ceremony is a privilege, not a right; therefore, if the graduation ceremony is an issue, the principal and the Superintendent (or designee) will make the determination regarding the student's participation in the ceremony.

DISCIPLINARY ACTION/MAJOR OFFENSES – CLASS IV

Administrative Steps for Elementary Students (Grades K-12)

1. Immediate suspension pending an administrative hearing
2. Referral to law enforcement
3. Investigate to see if expulsion is warranted (note: a manifestation hearing is required to be held for any student who is in the Special Education program or the 504 program)
4. Expulsion recommendation if warranted
5. Expulsion for a minimum of one year if a student is found to be in Possession of Firearm
6. If expulsion is not warranted, ISS or recommendation for alternative placement, consideration will be given to the age of the child, seriousness of the offense, and prior offenses.

11.8. STUDENT TRANSPORTATION/SCHOOL BUS CONDUCT

No transportation changes will be taken over the phone (Grades K-5).

Violation of Bus Rules

Major/ Minor Offenses include disruptive behaviors that interfere with transporting students in Ozark City Schools' jurisdiction. Bus drivers are expected to manage general bus disruptions and distractions. When the action taken by the bus driver is ineffective or the disruption is severe, the bus driver may write a bus referral for a major or minor offense. The referral is submitted to the school principal for disciplinary action. Suspension from bus transportation does not excuse the student from school attendance. It is the parent/guardian's responsibility to ensure students are transported to and from school. Students MUST be responsible for their own conduct while on the bus, ensuring their actions do not risk their safety or the safety of others.

Major Offenses - Bus Conduct

- Profanity/threats directed towards the bus driver
- Tampering with emergency equipment/unauthorized use of bus emergency door or window
- Throwing objects on/out of the bus
- Possession and/or use of tobacco products or any controlled substances to include vapes, e-cigarettes, and CBD/THC products
- Bullying and/or fighting
- Possession, threat, or use of weapons, explosives, or flammables
- Vandalism to the bus (restitution will be made)
- Hanging out the windows
- Spitting out the windows
- Sexual offense/Sexual harassment

Consequences for Major Offenses - Grades K-12

- The student will be suspended for a minimum of (2) up to 10 days depending on the severity of the incident and may lose bus privileges. This must be approved by the Office of Student Support Services.
- Proposal for Due Process/Expulsion (Principal/Transportation Director)
- Restitution will be required, if warranted
- Loss of bus privilege for up to one year
- Law enforcement may be called for criminal prosecution

Minor Offenses - Bus Conduct

- False identification (failing to give the bus driver your name)
- Excessive noise
- Horseplay
- Eating/drinking/littering on the bus
- Profanity, verbal abuse, harassment, obscene gestures, or possession of unacceptable material
- Getting on/off at an unassigned stop
- Playing cards on the bus
- Use of electronic devices on the bus
- Using body products on the bus
- Riding a bus while suspended
- Delaying a bus schedule
- Refusing to stay seated
- Refusing to obey driver's instructions
- Disruptive behavior
- Other offenses as reported by the driver or principal

Consequences for Minor Offenses - Grades K-12

- **First Violation:** Student will receive a warning notice to allow parent/guardian to take corrective action
- **Second Violation:** Student will receive up to two (2) days suspension from bus
- **Third violation:** Student will receive up to three (3) days suspension from bus. Continued violations by a student will result in the loss of bus privileges

Special Education Bus Suspensions

Whether a bus suspension would count as a day of suspension would depend on whether the bus transportation is part of the child's IEP. If the bus transportation is part of the child's IEP, a bus suspension would be treated as a suspension unless the public agency provides the bus service in some other way because that transportation is necessary for the child to obtain access to the location where all other services will be delivered. If the bus transportation is not part of the child's IEP, a bus suspension would not be a suspension. In those cases, the child and his or her parents would have the same obligations to get the child to and from school as a non-disabled child who had been suspended from the bus. However, education agencies must address whether the behavior on the bus is similar to behavior in the classroom that is addressed in an IEP and whether bus behavior should be addressed in the IEP or in a behavioral intervention for the child.

The Board, as a service, provides transportation for selected activities to the students of the school system. The Board reserves the right to deny a student or students the privilege of being transported at public expense, provided the policies and school rules and regulations outlined above are not followed. **It should also be noted that any student who accumulates more than three bus suspensions during the year may be denied bus riding privileges for the remainder of the school term.**

Contact information must be kept current at all times. Photo ID is required for student pick-up.

11.9. CONSEQUENCE DEFINITIONS AND RESTRAINT

In-School Suspension (ISS)

In School Study is a disciplinary option available for students in grades K-12 who are in violation of Board policy and/or school rules and regulations. Students are removed from their regular classroom activities but remain in an in-school setting. Students who are assigned ISS may not participate in extracurricular activities on the assigned dates of ISS. This includes, but is not limited to, participation in or attendance at any of the following: athletic events, field trips, competitions, pep rallies, dances, senior activities, assemblies, or any other school-sponsored event.

Out of School Suspension (OSS)

Out of School Suspension is a disciplinary option at all schools for violations of the Code of Conduct. Students who are assigned OSS may not return to campus for any reason during the assigned dates of OSS. This includes, but is not limited to, participation in athletic events, field trips, competitions, pep rallies, dances, senior activities, and assemblies.

Eagle Academy (K-5)

Students in grades K-5 may be assigned to Eagle Academy Elementary to receive an alternative educational program. Students will comply with the Eagle Academy Handbook and the OCS Student Handbook. Transportation may **not** be provided.

Eagle Academy (6-12)

The Eagle Academy provides an alternative educational program. Students in grades 6 – 12 may be assigned to receive their education at the Eagle Academy. If assigned to the Eagle Academy, students will comply with the Eagle Academy Handbook and the OCS Student Handbook. Transportation may **not** be provided.

Use of Physical Restraint

Ozark City Schools allows the use of physical restraint **only** in situations in which the student is an imminent danger to himself/herself or others and when the student is not responsive to less intensive de-escalation techniques. At no time is physical restraint used as a form of discipline or punishment or as a means to gain compliance. Only staff properly trained in the use of adopted restraint techniques are allowed to perform this procedure. Parents will receive written notification if and when physical restraint is used to restrain their student within one school day of the use of the restraint.

SECTION 12: ACCEPTABLE USE, FOCUS ACT, AND INTERNET AGREEMENTS

12.1. GUIDELINES FOR THE ACCEPTABLE USE OF ELECTRONIC INFORMATION SERVICES

Acceptable use of Electronic Information Services (EIS) of the Ozark City Schools requires that the use of EIS resources be in support of educational research and the educational goals of the school system. Electronic information services include, but are not limited to, network services such as the Internet, databases, electronic mail, voice mail, and any computer accessible source of information, whether from hard drives, tapes, compact discs, or other electronic sources. Individual EIS users are responsible for their EIS behavior and communications, including their access to EIS. Use of the EIS is a privilege that carries responsibility for the user. All EIS users must understand and exercise responsible use of EIS.

EIS provided by the school system is the property of the Board of Education. The school system may review files and communications and monitor system utilization at any time without notice or permission. Users should not expect that EIS utilization, communication, or information sent, retrieved, or stored via EIS, including electronic mail, or files stored on school system servers, will be private. The Board of Education and/or the superintendent or designee may close accounts and review or delete files at any time.

All EIS users shall agree to strictly adhere to the following requirements:

- User shall use EIS for educational purposes only and shall not access or attempt to access any materials that are inappropriate to the educational environment.
- User shall not use EIS to submit, publish, display, retrieve, or transmit any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, disruptive, discriminatory, or illegal material or any materials harmful to self or others.
- User shall not use EIS to harass, insult, or attack others.

- User shall honor school system policies and the Code of Conduct while using EIS and while choosing materials accessed through EIS.
- User shall use appropriate language while using EIS. Vulgarities are not permitted.
- User shall use only the EIS account and password assigned to user. User shall use EIS only for the purposes authorized for user's account. User shall not attempt to access information that is not authorized for user's access or account.
- User shall not use/reveal any home address or personal telephone numbers or other confidential information about students or employees.
- User shall abide by all copyright laws and regulations.
- User shall not use EIS for commercial purposes, product advertising, or political lobbying.
- User shall not attempt to harm, modify, or destroy software or interface (hacking) with system security.
- User shall not introduce unauthorized software into the system.
- User shall not use EIS in any way that would disrupt the use of EIS by others.
- User shall not allow anyone else to access the system by user's account or password, unless user has authorization to allow such use by others. Users are ultimately responsible for all activity under their accounts.
- The user will not intentionally harm or destroy data and/or equipment.
- User will not intentionally waste network resources (i.e., "chain letters," "spamming," etc.)
- User understands that many services and products are available for a fee and acknowledges the responsibility for any expense incurred.
- User will not violate Webpage guidelines.

12.2. VIOLATIONS OF THE ACCEPTABLE USE OF ELECTRONIC INFORMATION SERVICES

Users who violate the provisions of the EIS Acceptable Use Policy may be denied access to EIS and be subject to disciplinary action. Denial of access may result in removal of a student from a class where EIS is necessary. Disciplinary action for student violations may range from an informal conference with the student and parent for minor policy violations, to transfer, suspension, or expulsion, and restitution for more serious violations. When applicable, law enforcement authorities may be notified. The Board of Education may pursue civil and/or criminal remedies against student violators and/or their parents as provided by law. The Ozark City Board of Education, the Superintendent, and his/her designee reserves the right to establish additional rules and regulations as necessary for the efficient operation of Electronic Information Services.

12.3. WIRELESS COMMUNICATION DEVICES (FOCUS Act 2025)

Section 3 of Act No. 2025-386, 2025 Ala. Acts - FOCUS (Freeing our Classrooms of Unnecessary Screens for Safety) Act

Definitions:

- 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.
- WIRELESS COMMUNICATION DEVICE. A cellular telephone, tablet computer, laptop computer, pager, gaming device, or any other portable electronic device identified in a wireless communication device policy that has the capability of exchanging voice, messaging, or other data communication with another electronic device.

Section 3:

- Beginning with the 2025-2026 school year, no student shall use or operate any wireless communication device in any public elementary or secondary school building or on the grounds thereof during the instructional day.
- Beginning with the 2025-2026 school year, no student may possess a wireless communication device in any public elementary or secondary school building or on the grounds thereof during the instructional day unless the wireless communication device is turned off and stored off their person in a locker, car, or similar storage location.

General Agreements

- The Board and its designees (faculty, teachers, coaches, etc.) are not responsible for theft, loss, or damage to any device brought on campus by a student or staff member.
- The Superintendent or designee is authorized to develop additional guidelines for the implementation of these exceptions
- The Superintendent or a designee is authorized to develop any additional rules necessary to carry out this policy.

FOCUS Act District Policy

A. **Possession of wireless communication devices**: Students are not allowed to possess wireless communication devices on Ozark City Schools property during school hours. These devices include but are not limited to:
    - Cell phone
    - Tablet
    - Laptop computer
    - Smart watch
    - Headphones (including but not limited to wireless headset or earbuds with Bluetooth capability and over the ear style)
    - Any other portable electronic device capable of exchanging voice messaging or other data communication with electronic devices.

B. **Storage of device:** Unless one of the exceptions listed below applies, wireless communication devices must be turned off and stored off their person during the instructional day. The instructional day is defined as:
    - When school is open and in session.
    - During class time, lunch, breakfast, transition between classes, and any non-instructional periods.
    - At any other time students are required to do so by the Code of Conduct or other school rules or are instructed to do so by school staff or personnel.
    - The Superintendent or designee is authorized to determine alternative storage locations for such devices at each school.

C. **Prohibition and use exceptions**: Students cannot use, operate, or possess a wireless communication device during the instructional day except for under the following limited circumstances:
    - The use, possession, and operation of the devices is SPECIFICALLY included in the student's IEP, 504, or health plan. (Medical documentation will be required)
    - The use, possession, and operation of the device is approved by administration and is used under the guidance of a school staff member for educational purposes only.
    - The use, possession, and operation of the device occurs during an emergency situation that threatens the life or safety of the student or another person.

D. **Disciplinary action** for violation of the policy includes but is not limited to the following:
    - Confiscation of the device
    - After school detention
    - Saturday School
    - In School Suspension
    - Out of School Suspension
    - Student disciplinary hearing

E. **Searches:** School officials may read, examine, or inspect the contents of any wireless communication device upon reasonable suspicion that the device contains evidence of a violation of Board policy, the Code of Conduct, or other school rules, provided that the nature and extent of such examination shall be reasonably related and limited to the suspected violation.

INTERNET SAFETY (FOCUS ACT 2025)

Adoption of Rules and Regulations The Superintendent is authorized to develop for Board approval additional or more specific rules and regulations regarding access to and use of its technology resources and to require adherence to such rules and regulations through such means as the "Acceptable Use Agreement," the Code of Conduct, and application of appropriate disciplinary policies and procedures.

Those rules and regulations should incorporate the requirements of the federal Child Internet Protection Act and Alabama's Freeing our Classrooms of Unnecessary Screen for Safety Act including, but not limited to:

- Measures to block or filter internet access to pictures that are obscene, that constitute child pornography, or that are harmful to minors;
- Restriction of access by minors to inappropriate and harmful material on the Internet;
- Limiting Internet access by students to only age-appropriate subject matters and materials;
- Providing specific procedures and other protections that prioritize the safety and security of students when using email, chat rooms, and other forms of direct electronic communication;
- Prevention of "hacking" and other forms of unauthorized use of or access to computer or Internet files, sites, databases, or equipment;
- Unauthorized disclosure, use, and dissemination of personal information regarding minors;
- Educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response;
- Prohibiting access by students to unlawfully obtained data or information, including "hacking," and other unlawful online activity by students;
- Prohibiting access to websites, web applications, or software that exposes students to the disclosure, use, or dissemination of their personal information; and [Reference: 47 U.S.C. §254(h) and (1); Ala. Act 2025-386]

Disciplinary Action for the Violation of the FOCUS Act

Disciplinary action for violation of the policy includes, but is not limited to, the following:

- Confiscation of the device (parents may be required to retrieve the device)
- After school detention
- Parent conference
- Saturday School
- In School Suspension
- Out of School Suspension
- Student disciplinary hearing

SECTION 13: ACADEMICS

13.1 GRADES

Progress Reports – Progress reports will be sent to parents between the fourth and fifth weeks of each nine-week grading period.

Report Cards – Report Cards will be sent to parents at the end of each nine weeks grading period.

Parents may access grades at any time through the PowerSchool Parent Portal.

Kindergarten

Kindergarten- Kindergarten progress reports and report cards will follow the S (Satisfactory), N (Needs Improvement), and U (Unsatisfactory) grading scale. This information should be gathered during the entirety of the nine weeks and reflect the students independent ability to perform grade level tasks.

1st-12th Grading Scales

- The approved grading scale for OCBE is:

A-100-90 B-89-80 C-79-70 D-69-60 F-59-0

1st-5th Grading Categories

- Reading (ELA) and Math
  - Major/Test (4 minimum) 60%
  - Minor/Daily (7 minimum) 40%
  - NO Homework Grades Given
- Science and Social Studies
  - Major/Test (4 minimum) 60%
  - Minor/Daily (4 minimum) 40%
  - NO Homework Grades Given

6th-12th Grading Categories

- Daily - 10% - Participation: Bell Ringers/Exit Tickets
- Minor - 30% - Classwork Assignments, Quizzes
- Major - 60% - Unit Tests, Projects

Exams:

Exams and Exemptions - Carroll High School

Students will take a comprehensive final exam. Both the midterm exam and the final exam will each count 20% of the student's semester grade for the course. Exam grades will not be calculated into the grade for each individual quarter.

Students may not be exempt from any midterm exams. Students may exempt the final exam for a course with an 'A' and 4 or fewer absences or a 'B' and perfect attendance. An additional exemption is allowed in a student's second semester of their junior year for each section of the ACT in which they benchmark.

Students needing to take an exam early must have a valid excuse and receive permission to take the exam early from the principal. All courses will be required to give a final exam.

Exams - D.A. Smith Middle School

Students in Grades 6, 7, and 8 will take comprehensive benchmark exams in their core courses at the end of each semester. For 6th grade students, these comprehensive exams will count as a major test grade. For 7th and 8th grade students, the comprehensive exams will count 10% of the student's semester grade.

13.2 PROMOTION AND RETENTION

PROMOTION AND RETENTION: Elementary K-5

- Promotion or retention of a student should be determined by recommendation to the principal from a committee including, but not limited to:
    - Principal or his/her designee
    - Guidance Counselor
    - General Education Teacher
    - Special Education Teacher with consultation from Special Education Director

*It is important to note that research indicates greater gains for more students as a result of promotion rather than retention.

The committee should consider the following guidelines before making a recommendation for promotion or retention.

- Legislative Acts: Guidelines for retention Alabama Literacy Act and Alabama Numeracy Act
- Promotion should be based on the student's mastery of the ALSDE critical standards.
- Behavior and school attendance should not be a factor in promotion/retention.
- Prior retention should be considered by the committee.
- Students should receive documented and appropriate targeted intervention through the RTI/MTSS process/plan and through any plans provided via legislative acts before being considered for retention (SRIP etc.).

D. A. Smith Middle School

In the middle grades, the promotion or retention of a student should be determined by a committee including, but not limited to the principal or his/her designee, the counselor, the general education teacher, and the special education teacher (if applicable). Students who fail ELA, Math, or Science will be considered for retention and/or summer school. The committee should consider the following guidelines before making a recommendation for promotion or retention:

- Promotion should be based on the student's mastery of the curriculum and/or critical standards. Behavior should not be a factor in promotion/retention.
- Prior retention in Grades K-8 should be considered by the committee.
- Students should receive targeted intervention through the RTI process before being considered for retention.
- Summer school should be considered as an alternative to retention when the student shows partial mastery of the curriculum. Partial mastery is defined as a 40-59.
- Communication with the parent regarding the possibility of retention should be held at least nine weeks prior to the end of the school year.

Carroll High School
Classes of 2027-2030

- To be classified as a **9th grade student (freshman)**, a student must successfully complete 8th grade and be promoted to the 9th grade
- To be classified as a **10th grade student (sophomore)**, a student must have successfully earned a minimum of six credits toward graduation, and three of those must be core classes (English, history, math, and/or science)
- To be classified as an **11th grade student (junior)**, a student must have successfully earned a minimum of twelve credits toward graduation, and six of those must be core classes (English, history, math, and/or science).
- To be classified as a **12th grade student (senior)**, a student must have successfully earned a minimum of eighteen credits toward graduation, and nine of those must be core classes (English, history, math, and/or science).
- To be classified as a **Carroll High School Graduate**, a student must have earned 24 required credits (see diploma options below) and all graduation requirements outlined below.

Following guidance from the Alabama State Department of Education, transfer students will be placed in the classification determined by their previous school.

13.3 OPTION A AND OPTION B - ALABAMA HIGH SCHOOL DIPLOMA

The Alabama State Department of Education (ALSDE) offers two primary pathways to earn the standard Alabama High School Diploma: Option A and Option B. Both options result in the exact same diploma but serve different post-graduation goals.

- Students are automatically on the Option A diploma pathway, unless otherwise declared
- Students wishing to pursue another diploma option should meet with a school counselor to discuss his/her course options. A form must be completed and submitted for students wishing to pursue an Option B diploma.
- Diploma changes may not be possible after the first week of classes if rescheduling is needed to meet the diploma requirements.

Option A		**Option B**	
Requirements	**Credits**	**Requirements**	**Credits**
English	4	**English**	4
Social Studies	4	**Social Studies**	4
Science *All students are required to take biology and one physical science (chemistry, physics, or physical science).*	4	**Science** *All students are required to take biology and one physical science (chemistry, physics, or physical science).*	2
Math *All students are required to take Geometry, Algebra I/Algebra II, depending on 8th grade advanced math credit*	4	**Math** *All students are required to take Geometry, Algebra I/Algebra II, depending on 8th grade advanced math credit*	2
Health Education	½	**Health Education**	½
Career Preparedness	1	**Career Preparedness**	1
Beginning Kinesiology	1	**Beginning Kinesiology**	1
CTE, World Language, and/or Arts ** Only CTE credits count toward CCR as long as one program has 3 classes taken in sequential order with a grade of 70 or higher*	3	**CTE in an Approved Program of Study** ** Students must complete the program (3 classes taken in one program in sequential order with a grade of 70 or higher)*	3
Electives	2.5	**Additional Math, Science, CTE, World Language, Fine Arts, and/or Other Electives**	6.5
Total Credits	24	**Total Credits**	24

Dual enrollment courses may be substituted when applicable as long as the courses are an ALSDE approved substitute for required classes. Students interested in dual enrollment opportunities for alternative credit options should reach out to the CTE counselor and/or CTE director.

13.4 GRADUATION REQUIREMENTS

Please see the above listing for credit requirements for each diploma. Students must earn the required credits in order to receive their diploma in addition to the graduation requirements included below.

Civics Exam

The Alabama State Department of Education (ALSDE) requires all high school students to pass a 100-question multiple-choice civics exam in order to graduate. The test is based on the United States Citizenship and Immigration Services (USCIS) naturalization exam. Carroll High School students take this exam during senior year.

College and Career Readiness Indicator (CCR)

Effective with the graduating Class of 2026, the Alabama High School Diploma: General Education Pathway shall be issued to students who earn the required credits and earn one or more of the college and career readiness indicators approved by the Alabama State Board of Education:

- Earning a benchmark score in any subject area on the ACT college entrance exam. The benchmark scores are as follows:
    - English - 18 or higher
    - Math - 22 or higher
    - Reading - 22 or higher
    - Science -23 or higher
- Earning a qualifying score of three or higher on an advanced placement exam (which is a 3 or higher)
- Earning a qualifying score of four or higher on an international baccalaureate exam
- Earning college credit while in high school (dual enrollment)
- Earning a silver or gold level on the ACT WorkKeys Exam
    - Starting with the graduating class of 2029 (students who entered 9th grade in the 2025-2026 school year), all incoming 9th graders may have the opportunity to take the WorkKeys exam as part of college and career readiness; all seniors who have not earned a CCR by their senior year will be required to take the WorkKeys exam their senior year.
- Completing an in-school youth apprenticeship program
- Earning a career technical industry credential listed on the CRI list of ALSDE approved credentials
- Being accepted into the military before graduation
    - Enlistment paperwork must be submitted to guidance
- Completing an ALSDE-approved computer science course
- Attaining career and technical education completer status by completing three courses in sequence in an approved CTE program of study (fine arts, world language, and other elective credit types are not ALSDE approved CTE program of studies)..

FAFSA

Effective with the graduating Class of 2022, the following requirements shall be fulfilled on behalf of the graduating senior as part of the graduating senior's transition into postsecondary education, training, or the workforce: Submit to the United States Department of Education a Free Application for Federal Student Aid (FAFSA) or Certify a non-participation waiver, in writing, to the superintendent of the local education agency if the graduating senior chooses not to complete and submit FAFSA.

Financial Literacy

In 2023, the Alabama Legislature passed, and Governor Kay Ivey signed, Act #2023-179 mandating that Alabama students entering Grade 9 in the 2024-2025 academic year (graduating class of 2028) complete a course in personal financial literacy along with an accompanying financial literacy examination. The financial literacy course must include instruction in the following topics:

- Banking and Financial Institutions
- Managing Finances and Budgeting
- Money Management and Personal Tax Liabilities
- Saving and Investing
- Risk Management and Insurance
- Saving and Investing
- Credit and Debt Management
- Business and Legal Concepts

Content standards found in the following course(s) have been reviewed and approved to fulfill the instructional requirements specified in Act #2023-179: Career Preparedness (22153G1000)

13.5 SUMMER SCHOOL

Summer school is offered on the campuses of the middle school and/or the high school through virtual curricula facilitated by certified teachers. A course fee is required for all summer school courses; however, need-based scholarships may be available.

The middle school utilizes Edgenuity to offer instruction in the areas of ELA and math during the summer semester. In the middle grades, students are offered summer school as an alternative to retention. The student risks being retained if he or she fails to successfully complete the course.

The high school provides students with opportunities for credit recovery, course recovery, and credit acceleration during the summer semester. Credit recovery and course recovery are offered through ACCESS or Edgenuity. Other course offerings are released in the spring.

13.6 ACADEMIC DISHONESTY AND ARTIFICIAL INTELLIGENCE

Academic Dishonesty Policy

Academic dishonesty includes any behavior that results in, or is intended to result in, a student gaining an unfair advantage on any assignment or assessment. These may include, but are not limited to:

- Plagiarism: the representation of the ideas or work of another's work as the student's own, including AI.
- Collusion; supporting misconduct by another student, as in allowing one's own work to be copied or submitted for assessment by another student.
- Duplication of work: the presentation of the same work, in whole or in part, for different courses without the permission of the teacher.
- Cheating: any other method of gaining an advantage on an assignment or assessment. Examples of cheating include, but are not limited to, sharing answers with another student, copying from an outside source or other student, or stealing and/or distributing copies of assessment materials.

First Offense: The student will be asked to re-do the assignment for partial credit through standards recovery. It may be appropriate for the teacher to reteach the rules of plagiarism and citations. Failure to re-do the assignment will result in a zero.
Second Offense: The student will receive a zero for the assignment with no opportunity for regained credit. Parents are notified.
Third Offense: The student is referred to the office for disciplinary action.

Artificial Intelligence

Ozark City Schools acknowledges that technology is ever-changing and has a tremendous impact on our global society, local community, and classrooms. Artificial intelligence (AI), including generative forms of AI, is becoming more a part of our everyday lives. It is our responsibility to educate and train students to utilize AI in an ethical and educational way.

Therefore, Ozark City Schools is not banning the student or teacher use of AI, but each student will need to be aware of the limitations and guidelines of its usage:

- Ozark City Schools student email accounts and chromebook access to specific LLM (Language Learning Model), such as ChatGPT, are blocked due to data and security concerns. Any misuse of AI tools and applications, such as hacking or altering data, is strictly prohibited.
- Teachers may allow the use of AI for curriculum purposes. Access to specific websites will be granted on an as-needed basis, adhering to specific data and privacy guidelines regarding age restrictions and usage.
- College Board and Dual Enrollment college and university classes may have additional restrictions and limitations regarding the use of Artificial Intelligence.
- Students who use AI software with a personal device and/or personal credentials should do so at their own risk - acknowledging that each platform is collecting various forms of data.

- Students must acknowledge the use of AI in any capacity related to their school work: text, image, multimedia, etc. **The use of AI could be subject to the Academic Dishonesty Policy.**
- Students should acknowledge that AI is not always factually accurate, nor seen as a credible source, and should be able to provide evidence to support its claims. All users must also be aware of the potential for bias and discrimination in AI tools and applications.

13.7 MISSING, LATE WORK, AND STANDARDS RECOVERY

SECONDARY MISSING WORK AND STANDARDS RECOVERY (GRADES 9-12):

Addressing Missing and Late Work

In order to ensure that grades accurately reflect the student's proficiency level on state standards, Ozark City Schools holds all students accountable for completing all assignments. If a student fails to meet a deadline, a zero will be used as a entered in the gradebook. Assignments will be taken for up to a 70 within five school days of the missed assignment.

Parents and students should monitor grades through the PowerSchool Parent Portal and contact the teacher for any grade concerns. After three zeroes or three consecutive days of work not being completed, parents may be asked to attend a parent conference and students may be referred for disciplinary action.

Standards Recovery

The standards recovery plan is designed to help students master academic standards when they struggle in the traditional classroom setting. Recovery opportunities apply only to summative assessments in the 60% category, except for work missed due to absences. Students may request standards recovery for any summative assessment with a grade of 65 or below. Students must complete coursework leading to the assessment and actively participate in coursework to be eligible for standards recovery opportunities. Students are responsible for requesting reassessment within one week (five school days) of the date the assessment is graded. Students may be required to do additional practice, attend tutoring, and/or meet other criteria to be eligible. Reassessments may use different formats but must assess the same standards, and the highest possible recovery score is a 65. Students must schedule the re-assessment with the teacher and submit a signed parent form. Students who fail to attend reassessment sessions without an approved excuse may lose the opportunity.

13.8 DUAL ENROLLMENT

Ozark City Schools currently has dual enrollment agreements with Wallace Community College, Enterprise State Community College, Alabama Aviation College, The University of Alabama, Auburn University, Auburn University in Montgomery (AUM), and Troy University. Agreements do not cover all classes, and students should schedule an appointment with their College and Career Counselor before enrolling to determine whether or not a course is covered by current agreements. Students taking dual enrollment courses must abide by the Dual Enrollment guidelines.

13.9 ALABAMA SEAL OF BILITERACY

The Alabama Seal of Biliteracy, established by Act #2022-200 (2022), recognizes high school graduates who demonstrate proficiency in English and at least one other world language, including American Sign Language. The designation highlights bilingualism, cultural understanding, and workforce-ready skills while helping employers and colleges identify qualified bilingual candidates. Eligibility requirements and pathways for earning the Seal are outlined by the Alabama State Department of Education. Additional information is available on the Alabama Achieves Graduation Requirements page.

13.10 ALABAMA WORKFORCE SEAL

The Alabama Workforce Seal is a high school diploma endorsement awarded to students who complete a specific, rigorous Career and Technical Education (CTE) curriculum. It certifies that a student is highly trained, career-ready, and prepared to enter the workforce directly after graduation. In order to receive the Alabama Workforce Seal, students must earn a minimum of four (4) credits within a single state-approved CTE program of study.

LISENBY PRIMARY

"The Journey to Life-long Learning Begins at Lisenby Primary School"

Principal: Kristen Cruit
Assistant Principal: Luke Herndon
860 Faust Avenue Ozark, Alabama 36360
Phone: (334) 774-4919 Fax: (334) 774-4960

L- Lead with Character **P- Pursue Excellence** **S- Succeed Together**

MISSION STATEMENT

At Lisenby Primary School, we inspire every student to learn, lead, and grow in a positive, supportive, and engaging environment where all children are empowered to soar to success.

SCHOOL HOURS

School begins promptly at **8:00 a.m.** Students arriving after this time will be coded tardy. Parents must accompany students who arrive at school after **8:00 a.m.** into the building and sign in the student(s). Any parent or visitor must wear a visitor's badge at all times. We require a 24-hour notice for lunch visits.

School dismissal for **preschool** students begins at **2:30 p.m**. and ends promptly at **2:45 p.m**. The preschool line will form in front of the school. If you arrive after 2:45 p.m., you will need to pick up your child from the K-2 car rider line on the side of the school.

School dismissal for **K-2** students begins at approximately **3:00 p.m. Students may not be checked out after 2:30 p.m.**

4. No student drop-offs or pick-ups are allowed in the bus loading zone in front of the school between **7:00-8:00 a.m. and 2:30-3:25 p.m**. Parents who walk students to school should bring them to the car rider line at the side of the school, and staff will direct the students into the building.
5. Car riders will begin loading at approximately **3:00** and should be picked up no later than **3:20 p.m.** each day. Parents who are dropping off and picking up car riders use the second entrance of Spring Lake Bend and line up along the road to enter the pick-up lane on the side of the school. You may not line up in the car rider line before **2:45 p.m.** Students will be dismissed only to vehicles with the appropriate school identification.
6. Arrival and pick-up times for bus riders are designated by their assigned bus.
7. Breakfast will be served in the cafeteria from 7:20 am - 8:00 am.

ATTENDANCE

According to state law, all students are required to bring a written excuse stating the reason for an absence. This excuse should be given to the homeroom teacher within **3 days of returning to campus**. Remember that students must be fever/ vomit/ diarrhea free for 24 hours before returning to school.

BUS TRANSPORTATION INFORMATION

- Bus transportation arrangements must stay the same every day. **For safety, we do not take transportation changes over the phone or in the car line.**
- If it becomes necessary to make a change in your child's transportation, the parent **must come to the school or send a signed note to the teacher notifying the school of the change.** *Bus changes are only made if you change your address and provide proof of residence.*

PARENT/SCHOOL COMMUNICATION

Each Lisenby student will have a **SOAR (Student Organization and Responsibility)** communication binder. This binder will be sent home each day and needs to be returned daily. This will serve as two-way communication between home and school. Each classroom will send home a newsletter. Parent/teacher conferences are held once during the first semester and once during the second semester. You may also schedule a conference with your child's teacher with a minimum of 24 hours' notice.

HARRY N. MIXON INTERMEDIATE SCHOOL

349 Sherrill Lane, Ozark, Alabama 36360
Office: (334) 774-4912 Fax: (334) 774-1402

Principal: Amanda Melby **Asst. Principal: Katie Hammock**

MISSION STATEMENT

At Mixon Intermediate School, we are dedicated to nurturing the whole child through excellence in learning, character, and community.

M.I.S. Eagles Soar Together

M-Meeting Challenges I- Inspiring Excellence S-Showing Kindness

STUDENT ARRIVAL AND DISMISSAL

- The beginning bell rings at 8:00 a.m.
- After 8:05 a.m., your child is considered tardy unless the student has an approved reason such as a doctor/dentist appointment. If your child arrives after 8:05 a.m. the parent and child must come to the office to sign in the student.
- Bus riders arrive and are picked up from Mixon at the time designated by their assigned bus.
- Car riders may enter through the main entrance at 7:30 a.m. Student dismissal begins at 3:00 p.m and students must be picked up by 3:15 p.m. The car rider line begins on Holiday Lane and will be directed by the crossing guard. Please display the Mixon car rider decal in the front windshield to identify your car as a designated vehicle. Students will not be released to vehicles/people without authorized Mixon student identification pick up requirements.
- No transportation changes will be made over the phone or by a note. Changes must be made in person to ensure safety. No permanent transportation changes will be accepted unless they include the appropriate address change documentation.
- Should an emergency arise and a temporary change needs to be made from bus rider to car rider, the change must be made in person or communicated to a school administrator before noon.
- No student drop-offs or student pick-ups are allowed in the bus loading/parking zone.

ATTENDANCE

According to state law, all students are required to bring a written excuse stating the reason for the absence. This excuse should be given to the homeroom teacher within 3 days. .
Remember that students must be fever/vomit/diarrhea free for 24 hours without medication before returning to school.

CHECK-IN AND CHECK-OUT

If your child has to check out early, they must be checked out prior to 2:30 p.m. No checkouts are allowed after 2:30 p.m. Early checkouts are considered unexcused unless they are due to illness or a doctor/dentist appointment, or approved by a school administrator. Teachers are required to follow board policy on check in's and check out's regarding missed work..

COMMUNICATION

Teachers communicate with parents through communication folders and electronically via messaging, texts, or emails. Red folders are sent home every Tuesday. It should be signed and returned on Wednesday.

CONFERENCES

Please schedule conferences through your child's teacher, counselor, or main office.

MIXON PTO

PTO assists with fundraising, hosting/working at various events, teacher support, and school improvement projects. Please consider joining the Mixon PTO..

Please read and review the Dress Code, Attendance Policy, and Code of Conduct with your child. Parents are to sign and return the form(s).

D.A. SMITH MIDDLE SCHOOL

994 Andrews Avenue, Ozark, Alabama 36360
Telephone (334)774-4913 Fax (334) 774-0568
www.ozarkcityschool.net

Principal: Stephen Phillips, stephen.phillips@ozarkcityschools.net
Assistant Principal: Sharon Green sharon.green@ozarkcityschools.net

MISSION STATEMENT

D. A. Smith Middle School is dedicated to creating a positive learning environment and encouraging every student to mature academically, socially, and morally through the adolescent years.

STUDENT ARRIVAL AND DISMISSAL

Whether students ride the bus or are transported by private vehicle, no students may be on campus before **7:30am.** Buses unload in the bus area and students are to report to the gym. Private vehicles should drop off students at the gym (enter from Andrews Ave only). Please be cautious of students and other pedestrians when dropping off and picking up your child, and be mindful of the traffic cones. Students who want to eat breakfast should report to the lunchroom before reporting to the gym. Students will not be allowed to wait in parked cars, classrooms, or any places other than their assigned areas. Students may report to a teacher for make-up work or tutoring if the student has a pass signed and dated by that teacher.

The bell to enter the building rings at **7:52am**. Students must be in 1st period when the tardy bell rings at **7:55am**. The school day ends at **2:57pm**. Students should depart from campus promptly (by bus, car, or walking) unless assigned After School Detention (ASD), doing make-up work with a teacher, or attending a club/team meeting or practice. Car riders will wait with supervision in front of the gym for their ride until **3:20pm**. Those car riders remaining after **3:20pm** will be escorted to the office to wait.

PHYSICAL EDUCATION

Students *may* dress out for PE. Students must wear tennis shoes with socks. Shirts should be school-appropriate, crew neck, and loose fitting. Shorts must be colored, loose-fitting, and at least fingertip length. During colder weather, students may wear loose-fitting sweat pants. No V-necked or scoop-necked shirts are allowed.

ATHLETICS, CLUBS AND ACTIVITIES

The AHSAA prohibits 6th-grade students from participating in any competitive sports. 7th and 8th grade students may participate in a variety of sports including football, basketball, volleyball, and cheerleading (housed at DA Smith), along with baseball, softball, golf, track & field, and soccer (housed at Carroll High School).

Club meetings are sometimes held after school. Parents must arrange transportation for students and must pick them up promptly at the designated time at the school office. Most clubs have membership criteria and some have fees, which will be specified by the club sponsor. See school administration and/or the guidance counselor for a list of clubs/organizations.

CARROLL HIGH SCHOOL

141 Eagle Way
Ozark, AL 36360
Phone (334) 774-4915
Fax (334) 774-1865
chs@ozarkcityschools.net

"EVERY STUDENT. EVERY DAY. NO EXCEPTIONS!"
Principal: Will Cammack
Assistant Principal/Athletics Director: Scottie Burdeshaw
Assistant Principal:
Class of 2027 & 2029 School Counselor: Bethany Tindol **Class of 2028 & 2030 School Counselor:** Melanie Dunn

Mission
The faculty and staff at Carroll High School accept the responsibility of providing all students with a learning environment that prepares them for their future by maximizing their academic, aesthetic, physical, social, and emotional potential.

Parent/Teacher Conference
All conferences must be scheduled 24 hours in advance through the School Counselors.

Bell Schedule:

8:05am	Bell Rings
8:10am-9:30am	1st Block
9:34am-10:54am	2nd Block
10:58am-12:48pm	3rd Block (lunch)
12:52pm-1:36pm	Talon Time
1:40pm-3:00pm	4th Block

- The school doors open at 7:30am
- Students who arrive after the tardy bell (8:10am) should report to the office. Excessive tardiness will result in disciplinary action.
- Students must check out through the student office with a parent or a verified note. Please include a working phone number on all notes. The number should match what is in PowerSchool.
- Student checkout notes must be submitted when the student first arrives at school for the day.
- Students will not be allowed to check out after 2:30.
- Students will be dismissed at 3:00 each day. Car riders must be picked up by 3:15.

Attendance
Students are required to bring a written excuse stating the reason for the absence within three days of returning to school. Excessive unexcused absences will be reported to the attendance officer. Early checkouts are considered unexcused unless a valid excuse is submitted.

Cell Phone/Electronics
- Carroll High School follows the FOCUS Act law that governs no student shall possess a wireless communication device, meaning a student should not have a cell phone on their person (pocket, jacket, etc.) while on campus.

Valedictorian, Salutatorian, and Honor Graduates
The numerical weighted grade point average for all core courses will be used to determine Valedictorian and Salutatorian for commencement ceremonies. GPAs will be carried out to three decimal points. Valedictorian and salutatorian candidates must be enrolled in Ozark City Schools for two years to be eligible for the distinction.
- Valedictorian - the student with the highest weighted core numerical gpa

- Salutatorian - the student with the second highest weighted core numerical gpa
- Honor Graduates - students with weighted numerical grade point averages above 90%. The top ten averages will be seated in numerical order. Remaining Honor Graduates will be seated in alphabetical order in an honors section at graduation.

Senior Events and Graduation

- Seniors receive graduation and senior information early in the school year. There will be several meetings to discuss senior events, requirements, etc. for parents and students. Parents and students are encouraged to join the senior Remind group each year for all important information, reminders, and updates.
- Students must adhere to all dress code requirements for each senior event to participate. This includes graduation.
- **Prom King and Queen** is decided by a senior class vote and will be announced at prom. Students must be present to be awarded the title. Students may not have had any major disciplinary incidents*.
- **Graduation:**
    - Seniors may only wear approved regalia, and only items issued by a school-sponsored activity or approved reason will be allowed.
        - Cords:
            - Honor Grads- Gold Cord
            - National Honor Society - White Stole (must meet requirements)
            - Eagle Reps - Gold Lapel Pin
            - CTE and Dual Enrollment Cord - Purple and White (must meet requirements)
            - Spanish Honor Society - Yellow and Red
            - Music Honor Society - Pink Cord
            - Mu Alpha Theta - Blue and Gold Cord
            - Art Honors Society - Rainbow Cord

General Information

- Teachers establish rules and expectations for behavior within their classrooms. Students are expected to follow the outlined rules and expectations. Students receive a syllabus at the beginning of the year that contains all relevant information for each class.
- Career Prep is offered through ACCESS in addition to other student-chosen courses. All ACCESS courses follow the ACCESS Policy Manual for Students. For those enrolled in ACCESS, grades can be accessed through Schoology. Only the final grade will show on the student's transcript.
- Carroll High School uses an electronic hall pass system. Students should use passes responsibly and only report to approved locations.
- At times, the principal may allow students to leave early due to exams, ACT testing, etc. These dates will be announced by administration in advance, and students will be required to submit a check-out form provided by administration that must be completed and submitted by the deadline stated on the form. A student who does not submit a check-out form by the deadline may only check out on these dates if a parent, guardian, or designated contact arrives in-person to check the student out.
- Students who participate in school activities are representatives not only of that organization, sport, or club but also representatives of Carroll High School. Students should follow the requirements outlined by that club, sport, or organization's policies.
- Unless an administrator has given permission, students should not return to their vehicle during the school day.
- Students who are checking out or leaving campus for an approved reason (co-op, dual enrollment, etc.) should follow the protocol for leaving during the school day. All students should sign out through the student office.

CARROLL HIGH SCHOOL CAREER CENTER

227 Faust Ave.
Ozark, AL 36360
(334) 774-4949

Shanna Doran	CTE Director	shanna.doran@ozarkcityschools.net
Paige Peters	CTE Counselor	paige.peters@ozarkcityschools.net
Carrie Rice	College & Career Coach	carrie.rice@ozarkcityschools.net

Mission Statement

To provide all students with College and Career driven instruction through industry linked pathways that prepare students for a seamless transition into the workforce and/or postsecondary programs

School Hours

Students should not arrive on the Career Center campus prior to the tardy bell at Carroll High School (8:15am) to ensure teachers are on campus as many have meetings and/or duty at the high school prior to the first bell.

Career Services

Ozark City Schools offers students both College and Career counseling and coaching through the CHS Career Center. The career services at the center work collectively with the guidance office at Carroll High School to assist students in selecting appropriate career and technical education pathways that align with their postsecondary plans. For those students interested in pursuing dual credit through one of Ozark City Schools' collegiate partnerships, the CTE counselor acts as a liaison between the high school and the college.

Dual Enrollment CTE Programs

The CHS Career Center offers opportunities for students to receive both college and high school credit simultaneously for certain courses taken through partnerships with local colleges. Many of these courses are offered free of charge to our students through workforce development grants. For more information, students and parents should schedule an appointment with their CTE counselor or director.

Special Instructions and Requirements

- Students are required to pass a safety test with a score of 100% within the first two weeks of being enrolled in a CTE course. Without a satisfactory score, students may not participate in any lab based instruction.
- Students are required to pay a fee to take each course. Part of the required fee covers membership in a national CTE organization, unless permission is given for unique circumstances.
- Students must ride the bus to and from Carroll High School each day. Student cars will be towed, at the student's expense, from the CHSCC parking lot.
    - Students may be given permission to drive in special situations (such as dual enrollment). Students who are granted permission to drive are not allowed to transport any other students.
- Students checking in or out during a class at the CHSCC may do so through the CHSCC office.

CTE Cords and Industry Credentials

Students enrolled in a CTE program are encouraged to pursue college and career readiness through the obtainment of an industry credential, a dual enrollment credit, or a state recognized completer status. Completers will receive a CTE cord to wear at graduation. For more information regarding completer requirements, please contact the CTE director.

Career and Technical Education Student Organizations (CTSO)

All students enrolled in Career and Technical Education courses are encouraged to actively participate in the CTSO associated with their program of study. Student organization activities are an integral part of each instructional program.

EAGLE ACADEMY
357 Eagle Way, Ozark, Alabama 36360

Director: Latrissa Cammack
Email: latrissa.cammack@ozarkcityschools.net
Phone: (334) 445-5585 ext 3504

Our Mission Statement:
Our mission is to provide a safe, rigorous, and engaging small learning environment free from distractions to meet academic, social, behavioral, and emotional needs of students, as well as assist in the development of appropriate decision-making skills that will enable students to be successful when returning to his/her regular classroom setting or becoming productive members of society.

Secondary Information

- All students entering Eagle Academy must participate in an orientation, and a parent must be present.
- All rules and guidelines found within the Ozark City School Student Handbook will be followed.
- Students may be dropped off between **7:30 a.m. and 7:45 a.m.** at the **side entrance of the main building**. Students arriving after **7:45 a.m.** will be marked **tardy**.
- Students will be dismissed at 3:00 p.m. from the side entrance of the building.
- All conferences must be scheduled and have a minimum of 24 hours' notice.
- Transportation is not provided for Eagle Academy.

Elementary Information

- All students entering Eagle Academy must participate in an orientation and a parent must be present.
- Parents are responsible for transporting students to and from Eagle Academy each day. Students will be checked in by parent/guardian at the side door of Eagle Academy between **7:30-7:45 am**. **After 7:45 am**, students will be considered **tardy**. Release time will be at 3:00 pm at the same side door of the Eagle Academy.
- All rules and guidelines found within the Ozark City School Student Handbook will be followed.
- Please provide appropriate documentation of all student absences.
- All conferences must be scheduled and have a minimum of 24 hours' notice.

FOCUS ACT

Section 3 of Act No. 2025-386, 2025 Ala. Acts

FOCUS (Freeing our Classrooms of Unnecessary Screens for Safety) Act

Definitions:

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.

WIRELESS COMMUNICATION DEVICE. A cellular telephone, tablet computer, laptop computer, pager, gaming device, or any other portable electronic device identified in a wireless communication device policy that has the capability of exchanging voice, messaging, or other data communication with another electronic device.

Section 3.

A. Beginning with the 2025-2026 school year, no student shall use or operate any wireless communication device in any public elementary or secondary school building or on the grounds thereof during the instructional day.
B. Beginning with the 2025-2026 school year, no student may possess a wireless communication device in any public elementary or secondary school building or on the grounds thereof during the instructional day unless the wireless communication device is turned off and **stored off their person** in a locker, car, or similar storage location.1411

Middle and High School Procedures

- All personal electronic communication devices must be secured and put away upon arrival to campus and before entering school buildings. It cannot be stored in pockets, jackets, etc., and must be stored off their person.
    - This applies to learners who arrive early for tutoring, club/organization meetings, practices, etc.
    - This also applies to learners who arrive at school late. (Examples may include but are not limited to: tardy to school, check-in from an appointment, late arrival due to dual enrollment, etc.)
- Personal devices (iPad, tablet, personal laptop, etc.) should not be brought into the building or should be put away for the entire duration of the school day.
- Please note that headphones, earbuds, AirPods, etc., are not permitted and are considered personal communication devices due to Bluetooth capabilities. They should not be worn in the building for any reason.
- SmartWatches should not be worn during the school day as they are considered wireless communication devices.
- Students should secure devices before exiting their mode of transportation to school each morning. Devices should be turned OFF before being put away.
- Students seen with their devices prior to the first bell will be reminded to put them away, and students who are seen with a cell phone once classes begin will be issued an offense according to the consequences outlined.
    - Students repeatedly seen with their phones prior to the start of the school day may be subject to the consequences of the policy due to repeated noncompliance with the expectation that phones be put away upon entering the building.
- Students who violate the policy will have their devices confiscated by a faculty member and turned into the office at their earliest convenience. Students who refuse to hand their device to any faculty member will receive a disciplinary consequence for defiance, resulting in an automatic two days of ISS for an initial offense or additional consequences if the student has violated the wireless communication device policy previously.
- Confiscated devices must be picked up by a parent or guardian from the front office. Teachers will turn devices into the office when time permits before the end of the school day. Instructional time may not be interrupted to retrieve a student's device.

FOCUS ACT ACKNOWLEDGMENT

Elementary Procedures

- Students should not have any electronic devices on campus for any reason.

CONSEQUENCES

First Offense:

- The device will be confiscated, and a parent/guardian must pick up the device.
- Student will be reminded of wireless communication device policy and next steps

Second Offense:

- The device will be confiscated, and a parent/guardian must pick up the device.
- The student will receive two (2) days of ISS

Third Offense:

- The device will be confiscated, and a parent/guardian must pick up the device.
- A parent/guardian meeting will be required
- The student may receive three (3) days of ISS or two (2) days of OSS

Fourth Offense:

- The device will be confiscated, and a parent/guardian must pick up the device.
- A parent/guardian meeting will be required
- The student may receive five (5) days of ISS or three (3) days of OSS

Fifth Offense:

- The device will be confiscated, and a parent/guardian must pick up the device.
- The student will be referred for an administrative hearing

By signing below, we acknowledge that we have read and understand the requirements of the Alabama FOCUS Act and district policies. We agree to comply with these requirements and understand the consequences for violating them. A failure to return this page signed does not exempt anyone who attends Ozark City Schools from the approved policies and procedures..

_____	_____
Student's Name (printed)	Parent/Guardian's Name (printed)
_____	_____
Student's Signature	Parent/Guardian's Signature
_____	_____
Date	Date

Please sign and return this page to your student's school. Thank you!

TECHNOLOGY AGREEMENT

Technology is an important part of learning. To help ensure that all students have access to safe, reliable, and effective technology, students are expected to use school devices responsibly and follow these guidelines.

Student Expectations

When using school technology, I agree to:

- Use school devices and the internet for educational purposes as directed by my teacher.
- Treat all Chromebooks, chargers, and other technology with care.
- Return classroom devices to the designated storage area at the end of class in good condition.
- Keep food and drinks away from technology.
- Report any damage, missing parts, or technical issues to my teacher immediately.
- Keep my login information and passwords private.
- Follow all teacher directions when using technology.

Acceptable Use

Students may use school technology to:

- Complete class assignments and research.
- Access teacher-approved websites and educational resources.
- Collaborate with classmates and teachers on school-related activities when allowed.

Unacceptable Use

Students may **not**:

- Visit inappropriate or non-educational websites.
- Use technology to bully, harass, threaten, or embarrass others.
- Use inappropriate language, images, or messages.
- Download software, apps, games, or files without teacher or Technology Department approval.
- Change computer settings or attempt to bypass school security or internet filters.
- Damage, deface, or misuse school equipment.
- Share passwords or use another person's account.
- Play unauthorized games, stream videos or music, or access social media unless specifically approved by the teacher for instructional purposes.
- Use school technology for personal business, advertising, political activities, or any illegal purpose.

Responsibility for School Property

Students are expected to handle school technology responsibly. Any damage caused by negligence, misuse, or intentional actions may result in disciplinary action and financial responsibility for repair or replacement. The current replacement cost of a Chromebook is **$220.00**, and the replacement cost of a charger is **$15.00**.

Consequences

Failure to follow this agreement may result in:

- Loss of technology privileges.
- School disciplinary action as outlined in the Student Code of Conduct.
- Financial responsibility for damaged or lost equipment when appropriate

I have read and agree to the above and understand the importance of network security.

_____	_____
Student's Name (printed)	Parent/Guardian's Name (printed)
_____	_____
Student's Signature	Parent/Guardian's Signature
_____	_____
Date	Date

Please sign and return this page to your student's school. Thank you!

STUDENT HANDBOOK ACKNOWLEDGMENT

Please sign and return this page to each child's school.

Please indicate whether your child has your permission to use the technology available in the schools.
Legal: Children's Internet Protection Act of 2000 (H.R.4577, P.L. 106-554) Communications Act of 1934, as amended (47 U.S.C. 254[h], [1]), Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et. Seq., Part F)

_____ My child may use e-mail and the Internet while at school according to the rules outlined.

_____ My child may not use e-mail and the Internet while at school.

General/routine information releases, photographs, videos, interviews, etc., relative to school administration, school operations, curricular programs, extracurricular programs, awards, honors and school activities may be released through the school principal or designee to promote such school functions.

I acknowledge that the release of such information may contain my child's name, picture, image or other information. Please indicate below whether the school/school system has your permission to release such information.

_____ My child's name, picture, image, or other information may be released to promote school functions.

_____ My child's name, picture, image, or other information may not be released to promote school functions.

_____ My child's picture may be included in the yearbook.

_____ Health information regarding my child may be left on a phone answering device or voicemail.

My child and I have read and understand the information contained in the Ozark City School Parent-Student Handbook. If I have any questions, I understand that I may contact my child's teacher(s) or the school Principal. I acknowledge that I have read, understand, and agree to all terms as outlined in the Acceptable Use of Electronic Services guidelines. I further understand that this agreement will be kept on file at the school for the academic year in which it was signed. Please note that by attending Ozark City Schools, students and parents/guardians are in agreement with the policies outlined within the handbook. A failure to return this page signed does not exempt anyone in attendance from the approved policies and procedures..

_____	_____
Student's Name (printed)	Parent/Guardian's Name (printed)
_____	_____
Student's Signature	Parent/Guardian's Signature
_____	_____
Date	Date

Please sign and return this page to your student's school. Thank you!