



Jerry Lee Faine
Elementary School

**Parent and Student
Handbook
2026-2027**



WELCOME TO FAINE ELEMENTARY SCHOOL!!!

Our School Motto

"I am Creative. I am Resilient. I am Responsible. I am a Problem Solver. I am a Faine Scholar, and I am ready to change the world!"

Our School's Vision

Our **VISION** is to build a community of lifelong learners who become responsible individuals, independent thinkers, and productive citizens in a global society.

Our School's Mission

We will serve our community with excellence by:

- ☐ helping our students reach their potential as we prepare them for college and career in a safe and supportive environment
- ☐ recruiting , cultivating, and retaining the best teachers, staff, and administrators
- ☐ providing challenging curriculum and relevant learning opportunities so that all students receive high quality educational opportunities
- ☐ providing the highest quality instructional resource and tools
- ☐ fostering a culture of continuous improvement through shared leadership

We believe that we must:

- ☐ understand how children and adults learn and continue learning at optimal levels
- ☐ build communities of lifelong learners
- ☐ cultivate the leadership potential of every employee, students, and parent at our school
- ☐ be creative, energetic visionaries who respond quickly to diverse and evolving issues
- ☐ meet the diverse academic and cultural needs of all stakeholders (students, parents, teachers, and the community)
- ☐ maintain effective and efficient administrative processes for instruction, operations, human resources, and sound fiscal management

Marketa George, Ed.S. Principal

Faine Elementary School

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Salutations Jerry Lee Faine Family!

It gives me great pleasure to introduce myself as your new principal. As an educator with 25 years of experience, I hold a relentless belief in the limitless potential of children and an unwavering commitment to educational excellence.

I believe every child deserves to be seen, supported, challenged, and celebrated. As your principal, I am committed to cultivating confident, capable, and compassionate learners through intentional instruction, meaningful relationships, and individualized academic support.

I believe learning should be engaging, empowering, and rooted in excellence. By providing tailored academic experiences that meet scholars where they are, we can help them grow into their greatest potential academically, socially, and emotionally.

At Jerry Lee Faine Elementary School, we will continue building a culture grounded in love, structure, collaboration, and high expectations. Together, we will ensure that every scholar feels valued, inspired, and equipped for success.

One philosophy I carry closely is this: when little people are nurtured with love, support, and excellence, they grow into extraordinary big people. I am excited to partner with our students, staff, families, and community as we embark upon this new journey together.

I look forward to serving, leading, and growing with the incredible Faine Family. The best is yet to come!

With excitement and purpose,
Principal George

School Calendar

2026-2027

Open House	August 3, 2026
First Day of School	August 5, 2026
Back-2-School Nights	August 18, 2026 (K-2) August 19, 2026 (3-4) August 20, 2026 (4-5)
First Nine Weeks Progress Reports	September 2, 2026
Teacher Work Day/No School	September 4, 2026
Labor Day Holiday/No School	September 7, 2026
Recovery Week	September 28-October 2, 2026
Fall Break	October 5-9, 2026
Students Return	October 12, 2026
First Nine Weeks Report Card	October 14, 2026
Veterans Day/No School	November 11, 2026
Second Nine Weeks Progress Report	November 12, 2026
Dismiss at 12:00 PM	November 20, 2026
Thanksgiving Break	November 23-27, 2026
Students Return	November 30, 2026
Recovery Week	December 14-18, 2026
Dismiss at 12:00 PM	December 18, 2026
Holiday Break	December 21, 2026-January 4, 2027
Teacher Work Day/No School	January 4, 2027
Students Return	January 5, 2027
Second Nine Weeks Report Card	January 6, 2027

Martin Luther King Jr. Day	January 18, 2027
Third Nine Weeks Progress Report	February 10, 2027
Teacher Work Day/No School	February 15, 2027
Parent Conference Week	February 22-26, 2027
Recovery Week	March 8-12, 2027
Third Nine Weeks Report Card	March 17, 2027
Spring Break	March 22-March 26, 2027
Teacher Work Day/No School	March 29, 2027
Students Return	March 30, 2027
Teacher Work Day/No School	April 9, 2027
Fourth Nine Weeks Progress Report	April 21, 2027
Recovery Week	May 10-14, 2027
Dismiss at 12:00 PM	May 25, 2027
Last Day for Students/Report Cards	May 25, 2027
Memorial Day	May 31, 2027

Policy and Procedures

2026-2027

Arrival for School

Students are expected to arrive on time daily. School begins at 7:40 a.m. and students will be considered tardy at 7:40 a.m. The Carline area will close promptly at 7:40 a.m. Carline is in the front of the school on Stringer Street. Walkers and bike riders will enter through the front doors of the building only. Bus riders will be brought to school and dropped off in the bus line daily based on their bus's scheduled time. Buses will be loaded and unloaded in the circle drive on Allen Street. Breakfast ends at 7:40. If you arrive after 7:40, you must accompany your child to the front office to be signed in. Children **cannot** be dropped off to enter the building by themselves once the door has closed at 7:40. Late arrivals will be recorded on their attendance daily.

Dismissal from School

Dismissal begins at 2:30 p.m. Car riders will be dismissed from the lunchroom. Students will sit until their name is called for dismissal. Walkers and bike riders will then be dismissed. Students riding buses will be called to load and dismiss, while being supervised by school staff. **Car riders must be picked up by 2:45 p.m.**

VERY IMPORTANT: Office staff adheres strictly to policies in place to protect your students. Please verify and update the form in your child's folder which gives permission for any person you allow to check-out your student. We will not release students to individuals who are not listed on the current year's admission form. The safety of your child is our priority.

We value our instructional time with students. Every minute counts. Instructional time is from 7:40 am-2:30 pm each day. The front office closes each day at 2:00 to prepare for dismissal. We do not allow checkouts after 2 PM for any reason. We do not answer the phone during this time due to all school personnel helping with dismissal.

Any change in transportation must be in writing from a parent or guardian. Students are only allowed to leave campus when checked out by a parent or guardian from the office.

Attendance, Absences, Tardies, and Truancy Attendance:

Regular attendance is an integral part of learning. Support is encouraged from all members of the home, school, and community stakeholders. Most subjects are taught in sequence, requiring understanding of each concept in the order of its presentation. Persistent absenteeism and tardiness can disrupt this process and are serious problems (see additional information below as well as the Dothan City Schools Code of Conduct). Instruction continues for all grade levels until dismissal time.

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

Students are present when they are in attendance for 3 ½ hours each day. Students are marked absent if they check in after 11:10 a.m. Students checking out early miss many essential learning opportunities. Moreover, early check-out will also count against students' attendance.

Students arriving late or consistently picked up early will be considered unexcused and will not be permitted to make up work missed without a doctor's excuse. Staff members will address patterns of delinquency, early check outs, and absenteeism on an individual basis.

Students receiving special education services must be in attendance for the length of the regular school term and school day unless the IEP Team specifies a different length of time based on the child's individual needs.

Parents are encouraged to make medical and dental appointments outside of school hours. Late check-ins and early check-outs are discouraged because of the instructional time that they will miss. However, if appointments are during the school day, parents should try to give the school advanced notice. Any student leaving school during the school day must check out in the main office. A written excuse from the doctor or dentist should be brought to the office when the student returns to school. If a doctor's excuse is not submitted, students arriving late or picked up early will be considered unexcused.

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

Absences

If your child is absent, they must bring a written note from home or a physician, even if you call and explain the absence. Students are required to make up all missed assignments.

Dothan City Schools calendar is based on the state's mandated 180 days, and all students must meet the required hours of instruction. Therefore, the following state and end times will be enforced. Elementary: Start at 7:40 a.m. End at 2:30 p.m.

Excused Absences

The principal may excuse an absence for the following reasons:

- The student is too ill to attend school

- Inclement weather, which would be dangerous to the life or health of the child if he/she attends school
- Legal quarantine
- Death of an immediate family member

Emergency conditions as determined by the superintendent or principal, or student excused by the principal for attendance at special events, based on Parent/Guardian request, shall be considered absent and excused but shall not be deemed perfect in attendance. Such approval must be requested in writing by the parent or guardian and approved in advance by the principal.

Unexcused Absences

Any absence not approved by the principal is unexcused, i.e., work truancy, suspension, or Parent/Guardian neglect. Patterns of absences will be addressed individually and reported to the Attendance Office.

Students will be allowed to make up work within 5 school days unless the teacher and principal consider extenuating circumstances.

Only ten (10) parent notes will be accepted per year. Absences beyond 10 days per year must be verified by a physician's statement unless excused by the principal. Patterns of absences will be addressed individually and reported to the District Attorney. All documentation for absences must be received within two school days, or the absence will be unexcused. Parental Involvement Specialist or School Resource Officers will follow up on subsequent chronic absences.

Tardiness

A student is tardy when they are not in their assigned seat when the tardy bell rings. Excused tardiness (ex: approved physician note, principal approval) does not count against perfect attendance. However, unexcused tardies will count against the student's attendance. Patterns of delinquency will be addressed on an individual basis. The tardiness count will start over in the second semester. Also, early check-outs negatively affect your child's success and will be handled in the same manner as being tardy. The Parental Involvement Specialist or School Counselor will follow up on subsequent and chronic tardiness. If your child checks in late or early check-outs, you will see tardy on the Parent portal attendance. Excused or unexcused will depend on the reason.

Consequences for Unexcused Tardiness/Early Check-outs for Elementary School:

- 3rd, 4th, & 5th Tardy/Early Checkouts: Written/Verbal Communication with Parent/Guardian
- 6th Tardy/Early Checkouts: Mandatory Parent/Guardian Conference and/or Principal's Probation

- Subsequent/Chronic Tardiness/Early Checkouts: Parent/Guardian Conference and/or a referral to the Houston County District Attorney's Office as directed by the Superintendent's designee for Dothan City Schools

Truancy Procedures for Unexcused Absences per Year:

- 3rd/4th Unexcused Absence: School will notify Parent/Guardian
- 5th/6th Unexcused Absence: A referral issued to the Houston County Truancy Prevention
- 7th Unexcused Absence: Referral to Early Warning Court with the Houston County Juvenile Court Services
- Subsequent Unexcused Absences: Complaints and/or referrals for students who are 12 years and older will be referred to Juvenile Services (Referral will result in petition for the arrest and prosecution of the parent/guardian by the Houston County District Attorney's Office).

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

Anonymous Alert

Students or parents in the school community can anonymously submit any suspicious activity, bullying, or other student related issues to a school administrator(s). We encourage you to report important issues. You can make a report by clicking the Anonymous Alert icon on Faine's website or Dothan City Schools' Website. Once you've completed the online contact form, you will receive confirmation that your information has been submitted to the school. False reporting will be taken seriously to the full extent of the law.

Behavior

Please refer to our Positive Behavior Support Plan in the upcoming pages. The Dothan City Schools' Code of Conduct will be followed to address undesired behavior. Please read it carefully. Sign and return the acknowledgement page in the Dothan City Schools Code of Conduct Book to your child's teacher.

Faine Elementary School will use school-wide rewards (Wolf Pup Paws) to support wise choices for student behavior. Please sign and return the conduct slip acknowledgment on the last few pages of this handbook and return it to your child's teacher.

Bullying

Jamari Terrell Williams Act of 2018: Previously known as the Student Harassment and Prevention Act (Bullying) - it is the policy of Dothan City Board of Education that if a student(s) demonstrates a continuous pattern of intentional behavior that takes place on or off of school property, on a school bus, or at a school-sponsored function including, but not limited to, cyberbullying or written, electronic, verbal, or physical acts, that

student(s) will be subject to disciplinary actions outlined in Class II and III offenses in Code of Student Conduct. School administration will investigate all matters brought before it to determine consequences.

For the purposes of this policy, Bullying means the repeated use by one or more students of written, verbal or electronic communication, such as cyberbullying, or a physical act or gestures directed at another student attending school in the same school district that:

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

Bullying shall include, but is not limited to, a written, verbal, or electronic communication or physical act or gesture based on any actual or perceived characteristics, such as race, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical appearance, or mental, physical development or sensory disability, or by association with an individual or group who has or is perceived to have one or more of these characteristics.

For the purposes of this policy, Cyberbullying means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices, or any electronic communications.

The staff of Faine Elementary desires to maintain a safe school climate. In doing so, we will:

- Enable students to report bullying to school employees anonymously and requires students and the parents or guardians of students to be notified annually of the process by which students may make such reports (via Anonymous Alerts)
- Enable the parents or guardians of students to file written reports of suspected bullying
- Require school employees who witness bullying or receive bullying reports to notify the school administration orally

Bus Transportation

Our front office staff will assist you with any questions about transportation. However, if you wish to contact the DCS Transportation Department, the phone number is (334)794-1450. Every parent must maintain an up-to-date personal data record in the school office. If you have any change of home address or phone number, or work status, notify us immediately! When an emergency happens, we must be able to contact you.

Classroom Observations

Parents who wish to observe in the classroom should first notify the teacher and then receive permission from the principal. Upon arrival for a classroom observation, you must read and sign our Classroom Observation guidelines in the main office. **Guests will be escorted to the prospective classrooms.** Please remember that this is not a time to conference with the teacher or interact with your child or others.

Classroom Parties

The Dothan City Schools' policy limits class parties to two yearly (Christmas and Valentine's Day). Both parties are for the whole class, not individual students. To prevent hurt feelings, please do not send birthday invitations to friends (on the bus or at school) unless the whole class or everyone on the bus is invited. Due to privacy laws, we cannot give a list of students first and last names and addresses. **Classroom birthday parties will not be allowed.** Store bought snacks may be sent to school by the student for the entire class to eat during recess.

Field Trips

Students can be denied privileges based on conduct. **Students are not eligible if they have an average of a D or F in conduct during the 4 week period prior to the field trip.**

Conferences

Parent-teacher and student conferences are **required**. In order for us to build positive relationships, we will make contact with all parents multiple times a year. This enables us to better meet the needs of the children. All conferences should be scheduled prior to the visit. You will not be able to drop in and see your child's teacher. Communication is key to the success of **your child.**

Crisis and Reunification Procedures

All students and staff will be transported to a predetermined relocation site if a campus evacuation is necessary. Upon arrival, parents will be directed by designated staff to the sign-out area for each location. Parents must provide identification before a child is released as a safety precaution. No student will be released without the presentation and verification of an identification card.

Discipline

We spend a considerable amount of time teaching and modeling appropriate behavior. Teachers model behavior and teach rules and procedures every moment of the day at the beginning of the school year. If students know the expectations and consequences, then the likelihood that they will exhibit appropriate behavior is more significant so that optimal learning can take place.

In life there is a need for rules and procedures so people can function in society knowing the acceptable and efficient ways people do things. School is not different. We have procedures for walking to recess, P.E. and in the hall, eating in the lunchroom, being a courteous audience participant, etc. The most important thing to remember is that we teach expectations and procedures extensively before any conduct grades or discipline referrals are written.

Teachers use steps in their classroom discipline plan. Outside of the classroom, “Wolf Pup Paws” and conduct slips are used as rewards and consequences to promote good choices by students. When these steps are exhausted, the student is sent to the counselor or the principal. There are also steps that the counselor or principal uses before sending students to refocus or detention unless there is aggressive behavior involving the safety of your child or others. Action is taken immediately in those situations. This process is necessary to provide a safe learning environment so that students can be taught and challenged academically. Your child is our first priority. Together we will support each other in your child’s education and prepare them for higher grade levels.

PLEASE REVIEW THE FOLLOWING EXPECTATIONS AND PROCEDURES IN OUR POSITIVE BEHAVIOR SUPPORT PLAN

Discipline Policy and Positive Support Plan 2025-2026

“Wolf Pup Expectations”

Faine Elementary School’s Discipline Policy is committed to creating a community of learners that will: practice kindness, respect, responsibility and safety.

Students will receive rewards (Wolf Pup Paws) or consequences (Conduct Slips) to promote good choices by students.

Students will:

- Learn and play safely and use good judgment
- Consider the health and safety of oneself and others
- Follow school rules on the playground, in the classroom, and all parts of the school
- Use equipment appropriately

Students will:

- Respect everyone's right to learn
- Speak and act in a kind and courteous way to other children and adults
- Peacefully resolve conflicts by talking and listening to the other person
- Follow instructions of all adults

Students will:

- Be prepared to learn by coming to school on time with all of the appropriate materials and homework assignments completed
- Respect and take care of school and private property
- Manage their time at school in a way that facilitates learning

Parents Rights and Responsibilities

Student

The student has the right to public school education in an environment conducive to learning. The student is expected to do the following:

- Attend school daily, arrive on time, be prepared, and complete all class work.
- Participate in the development of school expectations.
- Understand and follow the expectations of the school.
- Show respect to all adults, school staff, and fellow students.
- Be responsible for delivering correspondence to or from a parent.

Parent

The school will address your child's learning needs equitably, respecting the individual differences of children. The parent has the right to be informed of their child's progress and areas where closer home-school cooperation is needed.

Parents are expected to:

- Send their child to school daily, on time, and be prepared to work.
- Respond to communications from the school about their child.
- Cooperate with the school staff in solving behavioral problems.
- Participate in Parent/Teacher conferences.
- Actively encourage and stay involved in what their child is learning.

Teachers and Support Staff

The teacher and the support staff have the right to teach in an atmosphere that fosters satisfaction in their work with the support and guidance of the administration in maintaining high professional standards.

The teachers and support staff are expected to do the following:

- Understand curriculum and utilize effective instructional practices
- Help the students realize that they are essential and should act responsibly as individuals.
- Help students understand and support school rules.
- Know and enforce the rules and policies of the school consistently.
- Use age appropriate procedures.
- Seek conferences with parents/guardians.
- Keep parents informed of academic and behavioral progress.
- Show respect for students, parents, and other school staff.

Administration

The administration seeks to facilitate the school's function as a learning institution and has the right to expect the cooperation of the staff, students, and parents.

The administration is expected to:

- Show respect to students, parents, and all school staff.
- Make the school community aware of the Dothan City Schools' Code of Conduct and Faine's discipline policies.
- Review these policies annually.
- Be available for conferences on academic and discipline matters.
- Support all school personnel in maintaining appropriate and effective discipline.
- Provide staff assistance with serious problem situations and inform teachers of administrative disciplinary action.
- Identify a line of authority during the absence of administration.

Standards of Behavior

Generally, students are expected to:

Follow directions given by staff members and other trained personnel in the school.

- Show respect toward school property and the property of others.
- Use computers and technology resources responsibly for educational purposes only.
- Interact with adults and peers respectfully.
- Remove hats and other head coverings before entering the building.
- Keep hands, feet, and objects to oneself.
- Quietly listen and follow procedures during safety drill practice.
- Follow school safety procedures.
- Be considerate of others.
- Respect the work of others in the hallway.

Restroom

Students are expected to:

- Leave all objects/materials other than restroom pass in the classroom.
- Respect the rights of other students who are in the restroom.
- Respect the property in the restroom and help keep it clean.
- Keep walls and doors free from drawings, markings, or writing.

Bus

Students are expected to:

- Wait appropriately while at the bus stop and school holding areas.
- Always follow the bus driver/aide's instructions.
- Board and exit the bus in an orderly manner.
- Keep aisles clear of materials or feet.
- Keep head and arms inside of the bus.
- Keep your hands, feet, and all other objects to yourself.
- Be kind and respectful to others on the bus.

Walking to and from School

Students are expected to:

- Walk safely, obeying crossing guards, patrols, and traffic signs.
- Walk on sidewalks or appropriate areas.
- Avoid approaching or talking to strangers.
- Walk directly home or to your designated place.

Assembly

Students are expected to:

- Walk and enter the assembly quietly to hear instructions.
- Come prepared to sit through an entire assembly.
- Listen and pay attention to the presenter.
- Show appreciation for the assembly by applauding at appropriate times.
- Follow directions of the adult in charge.

Cafe

Students are expected to:

- Use a calm inside voice.
- Act respectfully towards adults and classmates.
- Use proper manners.
- Ask permission to leave the seat.
- Throw trash away when the table is called.
- Do not share food with others due to food allergies.
- Keep hands, feet, and all other objects to yourself.
- Raise your hand if you need help.

Playground

Students are expected to:

- Speak and act respectful to adults and fellow students.
- Follow teachers' directions on the playground.
- Follow the playground safety rules.
- Wear closed toe shoes when climbing on equipment.
- Play cooperatively and respectfully.
- Line up when the whistle blows.
- Place trash in garbage cans.
- No sports equipment or cell phones.

We are a “no touch” school. We do not touch others.

DOTHAN CITY SCHOOLS STUDENT DRESS CODE POLICY

It is the policy of the Board of Education that good grooming and personal appearance

are essential, if not critical, elements in the teaching and learning process. Therefore, it is expected that students dress in such a manner that will ensure the health and safety of the school. Furthermore, the dress and personal appearance will not be disruptive or interfere with the legitimate interest and welfare of students. Students are also expected to choose their clothes in good taste, wearing only those clothes, which are appropriate for the educational environment.

All students are expected to comply with the Dress Code. For compelling reasons, such as medical requirements, the principal or superintendent, may, at their discretion, review an individual situation to determine whether a modification of a provision is required for the health and safety of a particular student or other compelling reason.

The School Administration will judge the appropriateness of any “fad” or questionable article of apparel. With this in mind, the following rules concerning dress and grooming are mandatory for all students attending Dothan City Schools. Students who fail to follow these rules will be subject to disciplinary action.

Bottoms

Students are to wear clothing (bottoms) in the manner it was designed to work, i.e., clothing worn backward or inside-out, is not allowed. Specifically, pants worn too low (lowriders), too long, or excessively large or tight are not permitted. All pants (including shorts and skirts) will be worn at the natural waist level.

Leggings are not considered pants and must be worn with appropriate clothing. Shirts, skirts, shorts, etc. should be worn and may not exceed (3) inches above the top of the knee.

Jeans, pants and skirts with holes, cuts, and or slits are permitted if skin is not showing (3) inches above the knee.

Pajama style pants are not allowed.

Dresses/Skirts/Shorts length may not exceed (3) inches above the top of the knee. • Splits may not exceed (3) inches above the top of the knee.

Accessories

Students are not to wear jewelry, ornaments or accessories (fingernails) which distract from the learning environment or may pose a safety risk/hazard (ex. Excessively large, noisy jewelry, caps, flags, quilts, and/or belts). No decorative dental appliances (whether permanent or temporary) or decorative contact lenses will be allowed, unless prescribed by a physician or dentist.

During the day, students are not to wear caps, hats, bandannas, sunglasses (unless prescribed by a physician) or other headwear (ex. Hoodie pulled up over head, ski hat, etc.) which completely covers the head. Combs, hair picks, hair socks or curlers are not

allowed to be worn.

Students are not to wear heavy metal chains, metal spiked apparel or accessories, etc. Belts must be fastened and positioned completely within the belt loops with no belt excess hanging down. Suspender straps (including overall straps) must be worn on the shoulder as designed.

No blankets

No trench coats

Tops

Students are not to wear clothing (tops) that reveals the body in an inappropriate manner. (Examples: clothing which is too tight, too short, bare at the midriff when arms are fully extended above the students' head, bare at the sides, "spaghetti strap" type tops, off-the shoulder tops, racer-back tops, low-cut front or backless tops, sheer or see-thru clothing, etc.) Undergarments (Bra etc.) should be worn in appropriate manner and should not be visible.

T-shirts or any other type of clothing or personal item bearing a reference to alcoholic beverages, tobacco products, drugs, drug-related slogans and/or any other wording, drawing, pictures, etc., which in any way can be interpreted as being profane, suggestive, obscene, or offensive, etc. are not permitted.

Clothing and/or accessories which are disruptive or distracting to the learning environment or which identifies a student as being a member of a gang or unlawful organization will not be allowed. Shoes

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

Discipline for Dress Code Violations

Elementary

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

Emergency Drills

Tornado/fire/and other safety procedures are conducted and practiced monthly to ensure students and staff members know how to handle these situations.

Equal Education Opportunity

It is the policy of the Dothan City Board of Education that no student will be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in any program or activity based on sex, race, religion, belief, national origin, ethnic group, or disability.

Field Trips

Field trips are designed to enhance different aspects of the curriculum and introduce students to community resources throughout the school year. Parents must sign a field trip permission form before a child can participate in the activity. Students are expected to follow the basic conduct expectations as specified by the school. Students must have a "C" average or above in conduct to attend field trips. A fee may be requested from each student to help with admission and transportation expenses.

Food Services

Breakfast and lunch continue to be at no charge to all students throughout the 2025-2026 school year. Students who wish to bring their lunch can purchase milk.

If your child has food allergies, a doctor's note should be filed with the nurse and lunchroom manager. Students are not allowed to heat up lunches at school.

No Gum on Campus

Students are not allowed to bring or chew gum at school. It creates issues when placed in places around the school other than the trash can. If your child is caught chewing gum/sticking it to objects or places around the school, they could be required to stay after school to help clean up the campus.

Jerry Lee Faine Elementary Holiday Luncheons

As part of our effort to build positive relationships with our families we would encourage our students by grade levels to invite parents/guardians and extended family members to join us for holiday lunches. A special invitation will be issued to each student for lunch.

We will inform you of the holidays and grades that will be invited on that particular day. We ask that **only the designated parents/guardian and guest of the grade level be invited** to join the students for lunch that day.

We cannot accommodate all grade levels eating lunch with guests on the same day. We will schedule specific dates for holiday lunches after reviewing the menu.

Gift and Flowers for Students

The school **DOES NOT** accept delivery of flowers, balloons, or candy for students.

Parents may send treats/snacks for students to enjoy during recess. Please notify the teacher beforehand so she will be prepared to receive snacks.

Illness or Injury

In the case of illness or injury, the child will be cared for temporarily by a school staff member. School personnel will provide first aid treatment only. Parents and paramedics will be contacted if emergency medical treatment is necessary. Emergency telephone numbers for your child must remain on file at the school and updated frequently.

Answer the phone when the school calls you, and have a plan for what to do if your child needs to go home. Have a backup person who can pick your child up if you are unavailable. Make sure that person is on your emergency contact form.

Illnesses that require exclusion from school

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

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

When should your child stay at home? Below are some helpful guidelines along with your doctor's advice that may assist in helping you make that decision:

1. Fever 100.4 degrees or higher, vomiting or diarrhea within the past 24 hours. Must be free of fever, diarrhea or vomiting without medication assistance for 24 hours before returning to school (Ex. checkout at 9:00 a.m. today, may check in no earlier than 9:00 a.m. tomorrow).
2. Persistent cough or runny nose with thick discolored nasal/mucus drainage should be evaluated by the doctor.
3. Rashes should be evaluated by the doctor. A medical note is required when returning to school.
4. Red or pink, itchy eyes with crusty green/yellow drainage that has been evaluated by a doctor may return 24 hours after antibiotic treatment is started.
5. Open sores with drainage should be evaluated by the doctor. A medical note is required when returning to school. Sores should be covered.
6. Ringworm - may attend school after treatment. Infected area(s) are required to be covered while in school. When present on the scalp, it should be evaluated by the doctor. Medical notes are required when returning to school.
7. Head lice - To help prevent further outbreaks, please notify the school nurse if your child has lice. This will allow the nurse to check other students that have close contact with your child. We have a "No Nit" policy- ALL NITS must be removed before returning

to class. Parents should accompany their child when returning to school. Child(ren) will be checked by the school nurse upon return to school.

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

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

LinC (Learning In Consultation)

Learning in Consultation (LinC) is designed to provide challenging educational opportunities that extend beyond the general education program. Enrichment classes are offered to students who qualify for the program in grades 3-6. These students receive services for three hours weekly. While in the resource room, students will participate in activities that promote and develop critical/creative-thinking skills, such as explorations and research of topics provided through concept-based units.

Concept-based units, which are standard-embedded, provide the depth/complexity of subject matter while meeting the social/emotional needs of high-end learners in an educational school setting.

Medication

Recognizing the liability involved in the administering of medication to children and with full awareness of the need to ensure the health of all children, the following policy applies to the administering of medication at school:

1. School nurses are designated as the individuals responsible for supervision of the medication administration procedures used in schools. They must approve and monitor procedures used in compliance with policy. A description of procedures used, with the school nurses' written approval, must be filed in the school office and in the Office of the Superintendent of Schools.

2. The school nurse is to designate two or more individuals responsible for the administering of medication in each elementary school. After completion of medication assistant training, only those individuals will be authorized to administer medication.

3. Prescription and non-prescription medications will be administered only upon specific instructions from licensed physicians ordering that the medication must be administered at school.

4. The School Medication Prescriber/Parent Authorization form should be completed for each medication. No medication may be added to a form on file and no changes may be made to the form on file unless change is made by the school nurse.

5. Non-prescription and over the counter medication including Tylenol, cough drops, etc will not be administered at school *unless prescribed by a physician and accompanied by*

a School Medication Prescriber/Parent Authorization form.

6. All medications administered at school must be properly recorded in the medication log.

7. The medications assistant designated by the school nurse will count and record on the medication log the amount of medication received (in the presence of the parent/guardian) and shall maintain medications under lock and key. The medication assistant and parent/guardian will sign off on the medication log maintained by said school. The parent/guardian or the parent designated responsible adult shall deliver all medication to the medication assistant designated by the school nurse.

8. Guidelines provided are to be followed in all schools.

9. Medications, other than first aid supplies, will not be kept in classrooms unless approved by the school nurse and kept in a secure place. Medications are not to be kept in the personal possession of students except for inhalers or EPI-PEN injections as may be authorized and prescribed by a physician.

* Only a licensed nurse may take a verbal order from a physician or physician's office.

Mandated Reporting

As educators and school personnel, we are legally and ethically obligated to protect the safety and well-being of all children. In accordance with state law, all employees of this school are mandated reporters and are required to immediately report any reasonable suspicion of child abuse, neglect, exploitation, or abandonment to the appropriate authorities. Reports must be made promptly and in good faith, regardless of whether there is definitive proof. The safety of children remains our highest priority, and all reports are handled with confidentiality and professionalism in accordance with applicable laws and district policies.

In Case of Emergency

1. In emergencies, when we cannot reach parents, the office will follow the School Safety Plan, including calling paramedics or ambulance service if needed.

2. In the event of a tornado warning, we request that you refrain from coming to the school to check out your child. This is both for your safety and for your child's. Students are placed in safe areas around the school as determined by the Emergency Management Office of the State of Alabama. Watch the local stations if severe weather occurs before school begins on any given day. At the end of the day students will be held at school until the warning is lifted.

SpectraCare Health System

S4 is a school based mental health program providing on-site mental health services. If

you feel that your child would benefit from on-site mental health services, please contact our school counselor for more information. All services will be provided in a quiet, private, and confidential space in our school. Students or parents will not be billed for care.

AHERA Notification

“All buildings used by the Dothan City Schools are free of friable (air-borne) asbestos. Most buildings contain some forms of non-friable asbestos (most commonly in floor tile). This asbestos is managed according to an approved management plan which may be examined in the principal’s office. The Dothan City Schools are in full compliance with A.H.E.R.A. (The Asbestos Hazard Emergency Response Act) and asbestos containing material is inspected on a regular basis as required by law. For further information, contact Tim Hollis, Director of Maintenance, 793-1397.

Parents Right-To-Know

Schools are required to give parents many kinds of information and notices in a uniform and understandable format and, to the extent practical, in a language that parents can understand. Based on the information we know at the time of this printing, we will provide this. Please notify the school office or our English Language Department at 793-1397 ext. 236229 if you need the information below in another language.

At the beginning of the school year, school districts supported with Title I funds must notify parents that they may request information regarding the professional qualifications of the student’s classroom teachers and paraprofessionals. Such a school must also give timely notice that the parent’s child has been assigned or is being taught by a teacher who is not highly qualified.

A school that receives Title I funds must provide each parent information on the achievement level of their child on each of the state academic assessments as soon as practicably possible after the test is taken.

Your child is attending a school that receives Title I funds. As a parent of students attending a Title I school, you may request information regarding the professional qualifications of the student’s classroom teachers, including, at a minimum, the following:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or another provisional status through which state qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate

certification or degree held by the teacher and the field of discipline of certification or degree.

- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Whether the student is provided services by paraprofessionals and, if so, their qualifications, including state requirements:

- Secondary school diploma or its recognized equivalent.
- Completed two years of study at an institution of higher education.
- Obtained an associate's (or higher) degree.
- Work keys Assessment.

If you would like to receive the above information, please make your request in writing to Marketa George, Principal.

Derechos de los Padres a Saber

Se requiere que las escuelas den a los padres muchos tipos de información y avisos en un formato uniforme y comprensible y, en la medida en que sea posible, en un idioma que los padres puedan entender. Basándonos en la información que conocemos al momento de esta impresión, estaremos proporcionando esto. Por favor notifique a la oficina de la escuela o con nuestro Departamento de Idioma Inglés al 793-1397 ext. 236229 si necesita la siguiente información en otro idioma.

Al principio del año escolar, los distritos escolares que reciben fondos de Título I deben notificar a los padres que pueden solicitar información sobre las cualificaciones profesionales de los maestros y paraprofesionales del estudiante. Tal escuela también debe dar aviso oportuno de que el estudiante ha sido asignado o está siendo enseñado por un maestro que no está altamente cualificado.

Una escuela que recibe fondos de Título I debe proporcionar a cada padre información sobre el nivel de rendimiento de su hijo en cada una de las evaluaciones académicas estatales tan pronto como sea posible después de que se tome la prueba.

Su niño está atendiendo una escuela que recibe Fondos de Título I, como padres de un niño(a) que atiende una Escuela Título I usted puede solicitar información con respecto a las cualificaciones profesionales de los maestros del estudiante, incluyendo como mínimo, lo siguiente:

- Si el maestro ha cumplido con los requisitos estatales y criterios de los grados y materias en que el maestro proporciona la instrucción.
- Si el maestro está enseñando bajo un estatus de emergencia o provisional a través del cual ha sido eximido de las cualificaciones del estado o criterios de

concesión de la licencia.

- La especialidad del grado bachillerato del maestro y de cualquier otro certificado de graduación o grado que el maestro tenga y el campo de la disciplina de la certificación o grado.
- Si al niño(a) le proporciona servicios un paraprofesional y, de ser así, sus cualificaciones.

Si el estudiante recibe servicios de paraprofesionales y, si es así, sus calificaciones, incluyendo los requisitos estatales:

- Diploma de escuela secundaria o su equivalente reconocido.
- Completó dos años de estudio en una institución de educación superior.
- Obtuvo un título de asociado (o superior).
- Evaluación Workkeys.

Si desea recibir la información anterior, haga su solicitud por escrito a Marketa George, Principal

Jerry Lee Faine Elementary School Handbook 2026-2027

Please review this handbook with your child and return the form to your child's teacher. If you have any questions regarding policy and procedures, please contact Faine Elementary School at 334-794-1455. Thank you for your help.

I have read and reviewed this handbook with my child.

Please cut along the dotted lines, complete, and return to your child's teacher.

Child's Name: _____

Grade: _____

Parent/Guardian Signature: _____

Date: _____