



*Learn Anywhere, Succeed Everywhere!*

# Student Handbook

## 2026-2027

DOTHAN CITY VIRTUAL SCHOOL

323 West Selma Street

Dothan, AL 36301

(334) 794-7444 - Office

(334) 794-1401 - Fax

## **Mission Statement**

C.A.R.E.S.  
"Communicate, Achieve, Relate, Engage, Succeed"

## **Vision Statement**

EMPOWER EVERYONE EVERYDAY

## **Location**

- 323 West Selma Street, Dothan, Alabama 36301.

## **Office Hours**

- Monday through Friday from 7:30 a.m.- 3:30 p.m.

## **Website**

- <https://dcvs.dothan.k12.al.us/>

## **Facebook**

- [www.facebook.com/DothanCityVirtualSchool/](http://www.facebook.com/DothanCityVirtualSchool/)

## **Instagram**

- dcs\_virtual

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Dothan City Virtual School offers students numerous benefits in terms of time, flexibility, and program customization, allowing learners to tailor their educational experiences to fit their unique needs and lifestyles. Along with these advantages, students also assume increased responsibility in time management, organization, self-direction, and self-regulation, skills that are crucial for success in both academic pursuits and future career paths. This environment encourages students to take charge of their learning, fostering independence and resilience as they navigate the virtual classroom setting. By cultivating these essential life skills, students are better prepared for the challenges of higher education and the workforce, empowering them to become self-motivated, lifelong learners.

## **Curriculum and Instruction**

Dothan City Virtual School (DCVS) teachers provide instruction through the use of a variety of curriculum resources, including Edgenuity, Study Sync ELA, Big Ideas Math, Math Nation, SAVVAS, and Houghton Mifflin Science. We also utilize Google Classroom and ACCESS Distance Learning to enhance the learning experience. Eligible students may enroll in dual enrollment and specific elective courses at our DCS partner schools.

## **Instructional Methods**

### **Synchronous Instruction**

Synchronous instruction involves live teaching sessions through web-conferencing tools like Zoom and Google Meet. These sessions occur on designated days:

- Monday
- Tuesday
- Thursday
- Friday

### **Asynchronous Instruction**

Asynchronous instruction allows students to progress at their own pace with guidance from teachers, as needed. This type of instruction takes place on Wednesdays, providing students the opportunity to:

- Connect with teachers during office hours online or in the Academic Café.

- Participate in various club meetings.

Through a combination of synchronous and asynchronous methods, DCVS aims to provide a flexible and comprehensive learning environment tailored to each student's needs.

## **Partner School Courses**

Eligible students at Dothan City Virtual School can enroll in on-campus courses in athletics, ROTC, specialized career technical programs, and performing arts at our DCS partner schools. These courses will be integrated into students' PowerSchool schedules, enabling partner school teachers to manage daily attendance, grades, tests, and exams efficiently.

## **Attendance Requirements**

### **Online Course Attendance**

Students at Dothan City Virtual School are required to attend live instruction sessions as scheduled by their course teachers. Students maintaining a minimum average of 80% and staying current with their assignments **MAY** be eligible for exemptions from these live sessions. Exemptions are determined on a weekly basis at the discretion of each teacher.

### **Partner School Classes Attendance**

Daily attendance is mandatory for classes conducted at partner schools. Attendance for these classes is recorded by the partner school teacher.

### **Compliance with Attendance Policies**

DCVS students must comply with the Dothan City Schools attendance policies and procedures. After accruing four unexcused absences, the school's truancy guidelines will be enforced. Absence excuses can be submitted to Mrs. Melinda Yu at the DCVS front office or emailed to

[melinda.yu@dothan.k12.al.us](mailto:melinda.yu@dothan.k12.al.us).

## **Requirements for Initial Enrollment**

To enroll and remain in Dothan City Virtual School (DCVS), students must meet the following criteria:

- **Grade Level Eligibility:**

- Be enrolled in grades 7 through 12 within Dothan City Schools.
- Out-of-district students may enroll with approval from both the zoned system's superintendent and Dothan City Schools' superintendent.

- **Internet Access:**

- Ensure consistent internet access to participate in online coursework and activities.

- **Technology Provision:**

- Be issued a DCVS Chromebook to facilitate learning and participation in virtual classes.

- **Transportation:**

- Maintain consistent and reliable transportation to attend all required and co-curricular school functions. This includes on-campus partner school classes, district and state assessments, labs, academic support/tutorial sessions, dual enrollment classes, athletics, band, and club events.

- **Academic Performance:**

- Maintain a passing grade in each course, as determined during traditional grade reporting periods approved by the Dothan City Schools Board of Education.

- **Attendance Requirements:**

- Have no more than nine full-day absences during the previous and current academic

year, ensuring compliance with attendance policies. Students with more than nine full-day absences will have their eligibility handled on a case-by-case basis.

- **Progression Standards:**

- Be on track to graduate or eligible for promotion according to the requirements mandated by the Alabama State Department of Education and the Dothan City Schools Progression Guide.

- **School Standing:**

- Remain in good standing by adhering to all Dothan City Schools Board of Education policies, including those related to attendance, academic integrity, and the Student Code of Conduct.

These requirements are designed to ensure that students have the resources, support, and commitment necessary to thrive in the virtual learning environment at DCVS.

## **Application Process**

### ***General Education Students***

To be considered for admission to Dothan City Virtual School (DCVS), prospective students must complete the following steps:

- **Completion of Enrollment Packet:**

- Obtain the Dothan City Schools enrollment packet, available from the DCVS office.
- Fill out all necessary information accurately, ensuring that all sections are complete.

- **Submission of Enrollment Packet:**

- Submit the completed enrollment packet to Mrs. Melinda Yu in the DCVS office. Be sure to include a proof of residency (utility bill, lease/mortgage), final report card (6-8) and transcripts (10-12 only), and current attendance records.

- **Review of Academic Progress and Attendance:**

- Upon receipt of the enrollment packet, the student's academic records and attendance

history will be reviewed to determine eligibility.

- The review process ensures that students align with the academic and attendance standards required for enrollment in the virtual school setting.
- Notification of Acceptance:
  - Once eligibility is confirmed, students and their families will be notified of the acceptance decision. Further instructions regarding course selection and open house will be provided.

### ***Students Receiving Exceptional Student Services***

Before enrolling in Dothan City Virtual School (DCVS), students with disabilities will participate in an Individualized Education Program (IEP) or 504 meeting. These meetings are conducted by the respective IEP or 504 teams to evaluate whether the virtual school setting is the student's Least Restrictive Environment (LRE). This determination is crucial to ensuring that each student receives the appropriate support and accommodations needed to thrive in their educational setting.

### **Determination of Least Restrictive Environment (LRE)**

- Evaluation Process: The IEP or 504 team will assess the student's needs, strengths, and any potential challenges they may face in a virtual learning environment.
- Consideration of Supports: The team will consider the availability of necessary supports and services to determine if DCVS can adequately meet the student's needs.
- Decision Making: If the team concludes that DCVS is the LRE for the student, they will be cleared to apply for enrollment.

## **Enrollment and Monitoring**

Once a student with an IEP is admitted to DCVS:

- **Assignment of Special Education Teacher:** The student will be assigned a Special Education teacher who will monitor their progress and provide the necessary support.
- **Guidance Compliance:** Monitoring will align with the guidelines established by the Alabama State Department of Education's "Virtual Schools (and Programs) Guidance for Students with Disabilities."
- **Continuous Support:** The assigned Special Education teacher will ensure that the student receives all accommodations and modifications as outlined in their IEP Plan, facilitating a successful virtual learning experience.

Through these comprehensive processes, DCVS ensures that all students, including those with disabilities, receive an equitable and supportive educational experience tailored to their individual needs.

## **Requirements for Continued Enrollment**

Eligibility for continuing enrollment at Dothan City Virtual School (DCVS) is evaluated at the conclusion of each semester/year. Students must meet specific criteria to continue their enrollment for the subsequent semester/year. These criteria ensure students are on a path to success and are engaged in their educational journey.

- **Graduation Pathway:**
  - Students must remain on track to graduate with an Alabama High School Diploma. This includes meeting all course and credit requirements set forth by the Alabama State Department of Education.

- **Academic Performance:**

- Maintain appropriate course progression by consistently completing weekly assignments, quizzes, and tests. Students who fail more than one academic class per year risk being withdrawn from DCVS.

- **Grade Advancement and Attendance:**

- Maintain eligibility criteria for grade advancement and absence limits as per initial enrollment standards. Excessive absences or failure to progress can affect re-enrollment eligibility.

- **Disciplinary Record:**

- Avoid accumulating any discipline infractions that result in expulsion.

- **Adherence to Policies:**

- Remain in good standing by adhering to all expectations, including the Academic Integrity Contract, DCVS Student Success Academy (SSA), DCVS procedures and policies, as well as the regulations of Dothan City Schools, ACCESS, and the Alabama State Department of Education.

By meeting these requirements, students can ensure their continued enrollment at DCVS, allowing them to benefit from the virtual learning opportunities and support provided by the school. This structured approach helps maintain an educational environment conducive to student success.

## **Withdrawal Procedures**

Enrolling in Dothan City Virtual School (DCVS) signifies a commitment to a semester-to-semester educational program. Students and families are encouraged to consider this commitment carefully, as returning to a zoned school within the Dothan City Schools system in the middle of a semester requires administrative approval from both the current and receiving schools. This policy ensures a seamless educational experience and maintains stability within each learning environment.

## **Transferring to an Out-of-District School**

Students have the flexibility to withdraw from DCVS at any time to attend a school outside the Dothan City Schools district. This may be due to relocation, personal preference, or other circumstances. However, it is essential that students are officially withdrawn from DCVS before enrolling in another educational institution. This ensures that academic records are up to date and accurately reflect the student's educational history.

## **Withdrawal Due to Eligibility Criteria**

At the end of each academic semester, student eligibility for continued enrollment at DCVS is assessed based on specific criteria. Students who no longer meet these requirements will be required to be withdrawn from the virtual school. These criteria include academic performance, attendance, disciplinary records, and adherence to school policies. For detailed information on the eligibility criteria, please refer to the relevant sections above.

## **Administrative Process for Withdrawal**

- **Notification:** Families must notify the DCVS administration of their intent to withdraw by completing the required withdrawal forms.
- **Finalization:** The withdrawal process will be finalized once all administrative requirements are met, ensuring a smooth transition to the new educational setting.
- **Record Transfer:** Upon withdrawal, the student's academic records will be prepared for transfer to the new institution. Records will be sent upon request from receiving school.

Dothan City Virtual School is committed to supporting students and families through the withdrawal and transfer process, ensuring a respectful and efficient transition to their next educational chapter.

## **Responsibilities of a DCVS Student**

As a student at Dothan City Virtual School (DCVS), you are expected to actively participate in your education and adhere to the following responsibilities to ensure a successful and productive learning experience:

- **Open House and Academic Contract**

- Attend the DCVS Open House and sign the DCVS Academic Contract before receiving credentials to begin attending classes.

- **Internet Access**

- Maintain consistent Internet access. Extended internet outages are not an excuse for not logging into classes.

- **Basic Computer Skills**

- Perform basic computer skills such as emailing, downloading documents, utilizing the Internet for research and/or data collection, and using productivity software.

- **Daily Attendance**

- Attend class daily in accordance with the Dothan City Schools school calendar by logging into platforms designed for live instruction (Zoom, Google Meets, etc.) and preferred curriculum resources used by your DCVS or ACCESS teacher. During live instructional sessions, cameras are expected to be turned on, and students should actively participate in order to be counted present.

- **Course Progression**

- Maintain appropriate course progression by completing weekly assignments. Proceed at the teacher's outlined pace or faster.

- **Academic Integrity**

- Complete coursework in an honest and ethical manner by the designated work submission deadline.

- **Testing Requirements**

- Take all midterms, final exams, ACCESS tests, and district and state-mandated assessments at DCVS.

- **Communication**

- Read and respond to emails, texts, or other communication from DCVS staff several times daily.

- **Transportation**

- Have appropriate transportation to DCVS on test days and/or any mandatory attendance event.

- **Cell Phone Policy**

- Cell phones brought onto campus will be collected upon arrival and returned upon dismissal.

- **Quiet Environment**

- Maintain a quiet working and testing environment in the Academic Café and/or assigned testing room.

- **Self-Advocacy**

- Advocate for yourself by asking for help when you encounter difficulties with technology or academics.

- **School Supplies**

- Have school supplies needed to keep notes for each of your online classes.

- **Good Standing**

- Remain in good standing in Dothan City Schools, adhering to all Dothan City Schools Board of Education policies, including attendance, academic integrity, and the student Code of Conduct.

By fulfilling these responsibilities, you will contribute to a positive and effective virtual learning environment, laying the foundation for your academic success at Dothan City Virtual School.

## **Responsibilities of the Learning Coach (Parent/Guardian)**

As the parent or guardian of a Dothan City Virtual School (DCVS) student, you play a crucial role in supporting your child's educational journey. Serving as a learning coach, you will collaborate with DCVS teachers to help your child reach their maximum academic potential and achieve success. Here is a comprehensive list of your responsibilities:

- **Attend Open House**
  - Participate in a DCVS Family Orientation/Open House prior to the first day of school to familiarize yourself with the virtual learning environment and expectations.
- **Create an Academic Learning Environment**
  - Establish a dedicated space at home where your child can attend online classes without distractions.
- **Develop a Structured Schedule**
  - Set up and adhere to a consistent schedule for your child's instructional time and educational activities, ensuring they make the most of their learning opportunities.
- **Ensure Academic Needs are Met**
  - Provide the necessary resources and support to address your child's individual academic needs, promoting their growth and understanding.
- **Engage and Motivate**
  - Encourage your child to actively participate and engage in virtual classes, fostering a positive and proactive approach to learning.
- **Assist in Maintaining Academic Success**
  - Help your child stay on track with their assignments and studies, offering guidance and

support as needed to maintain academic success.

- **Maintain Communication with Teachers**

- Keep an open line of communication with your child's teachers, collaborating to address any challenges or concerns that may arise.

- **Monitor Academic Progress**

- Regularly review your child's grades and academic performance, and respond promptly to any communication from teachers or the school.

By fulfilling these responsibilities, you will contribute significantly to your child's educational experience, helping them navigate the virtual school environment efficiently and effectively. Your involvement as a learning coach is vital to their academic achievement and personal development.

## **Parent Guide to PowerSchool Parent Portal**

Creating a PowerSchool Parent Portal account empowers you to stay informed about your child's academic progress. Here's how you can make the most of its features:

### **Navigating the Portal**

- **Account Setup:** Once you've set up your account, you'll gain access to various tabs designed to keep you up-to-date with your student's progress.

### **Grades and Attendance Tab**

- **View Assignments and Scores:** Click the blue percentage next to a class to see detailed information about assignments and scores.
- **Contact Teachers:** If you have questions or concerns, click the blue link with the teacher's name to send an email directly to them.

### **Teacher Comments Tab**

- **Access Current Feedback:** View comments from teachers regarding your student's performance and areas for improvement.

## **Dual Enrollment Grades**

- **Final Grades Entry:** Dual Enrollment course final grades are entered into PowerSchool at the end of the college semester.
- **Checking Dual Enrollment Grades:** These grades can be accessed through your student's online college account for real-time updates.

## **Support and Assistance**

- **Contact Information:** If you have any questions about using PowerSchool, please contact our Media Specialist, Mrs. Nowell, at 334-794-7444.
- **Assistance:** We are ready to assist you with any issues or queries you may have regarding the portal.

By utilizing the PowerSchool Parent Portal, you ensure that you are actively engaged in your child's education, fostering an environment of collaboration and support.

## **The DCVS Academic Café**

The Academic Café at Dothan City Virtual School (DCVS) offers a dedicated space for students to enhance their learning experience by providing a supportive environment for various academic activities. This versatile space is designed to cater to the diverse needs of our students, ensuring they have access to the resources and support necessary for success.

## **Features and Activities**

The Academic Café is open for the following activities:

- **Tutoring Sessions:**
  - Students can receive personalized help in specific subject areas to address any challenges they may be facing. These sessions are crafted to bolster understanding and improve academic performance. By appointment only.

- **Study Groups:**
  - Encourages collaborative learning among peers, providing an opportunity for students to work together on assignments and prepare for upcoming assessments.
- **Club Meetings:**
  - Offers a venue for student clubs to meet and engage in extracurricular activities, fostering a sense of community and shared interests.
- **Labs and Special Projects:**
  - Provides a space for hands-on learning experiences and the completion of special projects that may require specific resources or collaborative efforts.
- **Scheduled School Events:**
  - Hosts various school events, enriching the educational experience with diverse activities.

## **Appointment Scheduling**

To make the most of the Academic Café, students are required to schedule appointments for tutoring and study groups through their teachers. This ensures:

- **Personalized Attention:**
  - DCVS staff can tailor the support to meet each student's individual needs, maximizing the benefits of their time in the café.
- **Resource Availability:**
  - Scheduling allows staff to prepare necessary materials and resources in advance, ensuring a productive session.
- **Efficient Use of Time:**

- By organizing sessions ahead of time, students can plan their schedules effectively, balancing their coursework and extracurricular activities.

Through the Academic Café, DCVS is committed to fostering a nurturing learning environment where students can thrive academically and socially. This initiative reflects our dedication to providing comprehensive support to all students, empowering them to reach their full potential.

## **DCVS Student Success Academy**

### **Overview**

If a student's grade drops below a 60% in any core class, or if a student falls far behind on their assignments, they will be enrolled in the Wednesday Student Success Academy.

### **How Does It Work?**

Because Wednesdays are asynchronous (no regular live classes), this is the perfect day to get extra help. Students do not need to schedule anything; their teacher will do it for them.

- The Invite: Every Tuesday, check your school email and calendar. Your teacher will send you a mandatory Zoom link with a specific meeting time for Wednesday morning.
- The Meeting: You will log into a 30 minute virtual session on Zoom.
- The Focus: You won't just sit and listen. You and your teacher will look at your missing work, practice difficult topics, and make a plan to catch up.

### **What Do I Need to Do?**

1. Show Up on Time: Log into the Zoom link at your exact scheduled time.
2. Be Prepared: Have your camera on, your microphone working, and your assignments ready to look at.
3. Bring Questions: Tell your teacher exactly where you are stuck so they can help you fast.

## **Is This Really Mandatory?**

Yes. Attendance is required for you to move forward in your courses.

- Missed a Session? If you miss a virtual Zoom session without a valid excuse, your teacher will immediately contact your parents, and you will be marked absent for the day.
- The In-Person Pivot: If you miss two virtual sessions in a row, you will lose the privilege of staying home on Wednesdays. You will be required to come to campus in person to work at the Academic Cafe.
- **Conclusion**

This intervention plan aims to provide students who are not being successful or behind in their coursework with the necessary support to succeed. By leveraging both in-person and virtual options, students will have access to flexible and personalized assistance. Through consistent communication and evaluation, this plan will help ensure that each student has the opportunity to improve their academic performance and achieve their educational goals.

## **Code of Conduct**

- Students must adhere to all Dothan City Schools Board of Education policies outlined in the Dothan City School Code of Conduct.

Students enrolled in an elective course at a DCVS partner school must adhere to the Dothan City Schools Code of Conduct, attendance and behavioral policies pertaining to that particular school.

## **Course Scheduling**

7th and 8th grade classes will meet on a block schedule (daily and year-long) basis. Students will attend the same classes for the complete duration of the school year. Electives may be offered on a period schedule in cooperation with our partner school, DPA.

9th – 12th grade classes will meet on a “block” schedule (daily for one semester) basis. Students will be assigned four courses each semester for a total of eight classes for the year. Electives may be

offered on block schedules in cooperation with our partner schools (Carver 9, Dothan High School, and Dothan Tech).

## Grading

Teachers will utilize online curriculum resources for student assessments and enter student grades in PowerSchool. Students in an ACCESS course will receive their scores through Schoology.

The following grading scale is used in all Dothan City Schools:

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

## Progress Reports and Report Cards

Progress Reports will be available in PowerSchool at the 4.5-week mark of each grading period.

Report cards will be available in PowerSchool at the end of each nine-week grading period. Printed copies of these documents can be requested through the office.

## Finals

DCVS students in grades 9-12 are required to take final exams on campus in order to receive credit. DCVS does not provide transportation. Final exam exemptions will be determined based on criteria set in the Dothan City Schools Progression Guide.

## Mandatory State/District Assessments

DCVS students are required to participate in the following district and state-mandated assessments in person:

| 7th and 8th                                                                                                    | 9th grade                                           | 10th grade                                      | 11th grade                                     | 12th grade                                                                                         |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------|------------------------------------------------|----------------------------------------------------------------------------------------------------|
| iReady Benchmark<br>(Fall, Winter, Spring)<br><br>ACAP Summative<br>(Spring)<br><br>ACCESS for ELL<br>(Spring) | PreACT 8/9 (Fall)<br><br>ACCESS for ELL<br>(Spring) | PreACT (Fall)<br><br>ACCESS for ELL<br>(Spring) | ACT (Spring)<br><br>ACCESS for ELL<br>(Spring) | Civics (Fall and<br>Spring)<br><br>WorkKeys (Fall and<br>Spring)<br><br>ACCESS for ELL<br>(Spring) |

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### Graduation Requirements

The DCVS standards and curriculum are designed to prepare students for college and the workforce while providing flexibility in terms of pacing, time, and location. Students must complete the minimum state requirements of twenty-seven (27) credits and earn a College and Career Readiness Credential (CCR) to graduate. Students may receive “graduate” status upon meeting all requirements of the Dothan City Schools Board of Education and the Alabama State Department of Education requirements for graduation.

#### Pathways to Earning a College and Career Readiness Credential:

- ACT Benchmark- English 18, Math 22, Reading 22, or Science 23
- Dual Enrollment- Earn a 70% or higher in a dual enrollment course
- AP Qualifying Test Score- Score a 3 or higher on an AP exam
- Military Enlistment- Enlist in any branch of the armed forces
- CTE Completer- Meet the requirements of a career or technical pathway
- CTE Credential- Earn a career technical industry credential
- WorkKeys- Earn a silver or gold level on the WorkKeys exam

### Retention Stipulations

The decision for grade level retention will be based upon the guidelines set forth in the Dothan City Schools Progression Guide.

DCVS students who do not meet the requirements to be advanced to the next grade level will no longer be eligible for enrollment at DCVS **unless** a student attends DCS Summer School and successfully completes the requirements to be advanced to the next grade level. If the student does not meet the requirements to be advanced, the parent/guardian will be required to withdraw their

student from DCVS and enroll their student at their home base DCS school.

## **Summer School**

The need for a student to attend Summer School will be determined by the guidelines set forth in the Dothan City Schools Progression Guide.

## **Academics and Eligibility for Athletics**

Eligibility for athletic program participation will be determined by guidelines set forth by the Alabama High School Athletic Association, the governing body for interscholastic athletics, and activities programs for public schools in Alabama.

## **Field Trips**

Field trips that grow out of the instructional program or are otherwise related to the instructional program will be permitted during school time. All students must have permission slips signed by the parent/guardian to participate in any off-campus activities. In addition to permission slips, students will be required to meet the guidelines set forth in the Dothan City Schools Progression Guide.

## 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.
- Workkeys Assessment.

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

## **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 información siguiente 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 Principal Christina Johnson.

## DCVS Academic Contract- Student Commitment

I, \_\_\_\_\_, have thoroughly reviewed the Dothan City Virtual School enrollment documentation. By signing this contract, I affirm my commitment to the following:

1. Academic Integrity:
  - I will submit 100% of my own work and strictly adhere to the Academic Integrity policy of Dothan City Virtual School.
2. Proctored Examinations:
  - I agree to take all course midterms, final exams, ACCESS tests, and Alabama-mandated assessments as proctored examinations at DCVS.
  - I will arrange and/or provide my own transportation to and from the test site for these examinations.
3. Internet Access:
  - I will ensure consistent Internet access to participate in all required online coursework and activities.
4. Policy Compliance:
  - I will comply with all policies and procedures set forth by Dothan City Schools, Dothan City Virtual School, and Alabama Connecting Classrooms, Educators, & Students Statewide (ACCESS) Distance Learning.

### Consequences of Non-Compliance

I understand that failure to comply with the following could lead to my ineligibility to remain enrolled at Dothan City Virtual School:

- Adherence to Dothan City Schools and Dothan City Virtual School policies, procedures, and expectations.
- Compliance with the Academic Integrity Contract.
- Completion of tests and exams in the designated proctored environment.
- Provision of reliable transportation for in-person assessments.
- Maintenance of consistent Internet access.

By signing this contract, I acknowledge these commitments and understand the importance of upholding these standards to ensure my continued enrollment and success at Dothan City Virtual School.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_

## DCVS Academic Contract- Parent/Guardian Commitment

As a parent/guardian and learning coach of the student, I recognize the pivotal role I play in supporting my child's success at Dothan City Virtual School (DCVS). I am committed to fostering an environment conducive to learning and ensuring that my child adheres to the expectations outlined by DCVS. By authorizing my child's enrollment, I agree to the following responsibilities:

### Understanding and Compliance

1. Review and Understand Policies:
  - I have thoroughly reviewed the Dothan City Virtual School enrollment documentation, including all relevant policies and procedures.
2. Adherence to Policies:
  - I will ensure that my child complies with Dothan City Schools and Dothan City Virtual School policies, procedures, and expectations..

### Support and Facilitation

1. Learning Environment:
  - I will provide a supportive and structured learning environment at home to facilitate my child's academic success.
2. Communication:
  - I will maintain open communication with DCVS staff and teachers, promptly addressing any concerns or issues that may arise.
3. Monitoring Progress:
  - I will actively monitor my child's academic progress and participation in virtual classes, ensuring they meet all coursework and attendance requirements.

### Authorization and Acknowledgment

1. Enrollment Authorization:
  - I authorize the enrollment of my student in Dothan City Virtual School according to the policies and procedures of Dothan City Schools, Dothan City Virtual School, and ACCESS Distance Learning.
2. Acknowledgment of Ineligibility Criteria:
  - I understand and accept the grounds for ineligibility for continued enrollment at Dothan City Virtual School, which include non-compliance with established policies.

By fulfilling these responsibilities, I am committed to supporting my child's educational journey at DCVS, fostering their growth and development in the virtual learning environment.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

