

Perdido School



Parent/Student Handbook

2024-2025

All Belong, All Learn, All Lead, All
Succeed!

Dear Raider Family:

Welcome to the 2024-2025 school year! You have much to look forward to as a member of our exciting school. Your team of teachers work together and share the responsibility for teaching the curriculum in language arts, mathematics, social studies, science, physical education, and enrichment. We are thrilled that you are a part of our school, and we will work hard to create a powerful, positive, and productive learning year.

We have many expectations for our students. One of the biggest is being responsible for assignments and actions. You are responsible for completing and turning in each assignment. You are also responsible for your actions on and off the campus. No matter where you are, you represent our school, Perdido School. Keeping these things in mind will guarantee your success in our school.

It is our goal that your child and others receive the best possible education this year. With passionate and diligent teachers, hard-working and tenacious students, and actively involved and supportive parents, the year ahead is sure to be a success!

ATTENDANCE

Every Day is *IMPORTANT!* The Alabama Compulsory Attendance Law requires children between the ages of 6 and 17 to attend school. The Law also states that parents or guardians having control over school-age children are responsible for the child's regular attendance and proper conduct in school. Student attendance is a high priority at Perdido School. Our goal is to improve the monitoring of student absenteeism in order to increase our attendance rate. Our administrative team continually develops programs and activities to keep students motivated and coming to school. **We promote good attendance by celebrating both individual and class accomplishments and recognize perfect attendance weekly by grade level.** Our school day begins at 7:50 A.M. and students are expected to be in their classes ready to go to work. Some students are very eager to begin the school day, however; **there is no adult supervision before 7:10 A.M on our campus. Students cannot be left unattended in the mornings so do NOT drop off before 7:10. Student safety is number one.**

If your student arrives on campus after 7:50 am, a parent/guardian must walk the student to the front door and sign them in. **NO EXCEPTIONS.** Do not drop students off at the front door and pull away.

VISITORS: We welcome visitors to our school. Upon arriving on our campus please stop by the office to get a visitor's pass. Generally, personnel in the office can take care of forgotten lunches, books, etc. If some difficulty arises, please stop in the office or call to arrange for a conference. The teachers will be able to give you their full attention during their planning time and after school. Classes begin promptly at 7:50 A.M. and are not to be interrupted.

CHECKOUTS: There will be times when you will need to pick up your children early. However, please try to schedule appointments after school hours whenever possible. Please come to the office in order for us to send your child. Our aim is to ensure that there will be few distractions in the classroom. Only the people whose names appear in PowerSchool will be allowed to sign a child out. Unless you have cleared it through the office, we cannot allow older brothers or sisters to

check a child out. No student is allowed to checkout after 2:30. Early checkouts are discouraged. If possible, appointments for students should be scheduled after school hours.

- The student will be called to the office upon arrival of the parent or guardian
- Parents will not be allowed to go to a child's classroom for any reason without permission from an administrator.
- Sick students must go through the school nurse for the checkout to be excused.
- The emergency contact's name must be on file at school. Addition or changes of emergency contact persons must be made in person by the custodial guardian.
- An ID is required every time a student is checked out.

CHANGE OF DEPARTURE: When your child needs to go home with someone else either by car or by bus, a note is **required**. This note will go on file in the principal's office and a pass will be given to the student. This is for the protection of all of our students.

CARE OF SCHOOL PROPERTY: Students are expected to take care of the things the school allows them to use. As responsible citizens, students must realize that we must all do our part to see that we have an attractive, clean school campus. Students who damage or destroy any property of the school system will be required to pay for damages.

TEXTBOOKS / MATERIALS Students will be issued textbooks during the first week of classes. Textbooks, library books, and school materials are furnished without cost to students. Students are expected to maintain these resources properly throughout the year. If any books or materials are lost, misused or damaged beyond reasonable wear, the parents shall pay the replacement costs before other books or new materials are issued to the student. Repair fee will be charged at the end of the year for books or school property damaged by neglect or willful destruction.

SCHOOL NURSES: The school nurses provide several opportunities throughout the school year to educate, screen and evaluate the students in Baldwin County. These programs include, but are not limited to, control of communicable diseases, hand washing, vision, hearing, dental screening, and health/hygiene classes. The "Changing Body Program" is presented to the 5th graders. Scoliosis screening is provided for 5th-9th graders (ages 11-14) as required by state law.

PROCEDURES FOR MEDICATION IN SCHOOLS Every effort should be made for medication to be administered at home by a parent or guardian. If medication needs to be administered at school, these regulations must be followed:

1. Prescription drugs must have written permission from the physician and parent or guardian of the student requesting that the school comply with a physician's order.
2. **Prescription medication must be brought to school by the parent/guardian in a container appropriately labeled by a pharmacy.**
3. Non-prescription drugs (cough drops, pain medication, etc.) should have written permission from the child's doctor, stating time and dosage to be given, and be in a properly labeled bottle.

Parents/guardians must bring any medication to school. Students are not allowed to bring any medication to school.

4. Each medication given must be recorded at school on a medication log that includes, date, time, and signature of the person giving the medication.

5. All medications must be stored at school under lock and key at all times.

GIFTED STUDENTS

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 to a student. Additionally, all second grade students will be observed as potential gifted referrals using a gifted behavior checklist.

PHYSICAL EDUCATION: All students are expected to participate in P.E. Students may be excused due to illness or injury up to three (3) days with a written statement from their parents. For extended exemptions a written doctor's excuse is required. Students are encouraged to wear some type of tennis shoes.

PARENT-TEACHER CONFERENCES: The parent-teacher conference is an important key to a successful school year. It should be a two-way communication between a parent and the teacher to discuss achievement, conduct, assignments and other information pertinent to the child's growth and development. Parent conferences can be arranged by sending a note to your child's teacher or by calling the office, 937-8456, to schedule an appointment for you. Parents are urged to meet with their child's teacher early in the year and throughout the year to monitor progress. The importance of parent involvement in the on-going program of the school cannot be emphasized strongly enough.

REPORT CARDS/Accessing Grades: Student report cards are sent out after each quarter. Grades are also accessible in PowerSchool. Contact Mrs. Booker for your password. If your account is disabled contact Mrs. Booker. Please be ready to verify your identity. Security restrictions prohibit login credentials from being emailed.

WITHDRAWAL OF STUDENTS The school is to be notified in advance if a student is to be withdrawn from school. All textbooks, library books, lunch payments, etc. must be cleared before the student transfers to another school.

PARENT RESPONSIBILITIES: Expectations of Parents

1. Parents will follow all school rules when on campus, at school-sponsored functions, or on

school field trips.

2. Perdido School is a tobacco free campus. Tobacco is not permitted in any school building, on school grounds, or on school field trips or school functions.

3. Parents and other visitors must check in at the office before entering a classroom. Parents must check their child out through the office if they are leaving school before the end of the school day.

4. Parents are responsible for the safety and welfare of students arriving at school before 7:10 A.M. **NO Supervision is available for students before 7:10 A.M.**, so we ask that children not be left unattended before this time.

5. Please notify your child's teacher one day in advance if you are going to visit the school to eat in the cafeteria with your child.

6. If you plan on bringing food of ANY KIND, please give your child's teacher 24 hour notice.

7. Please do not send flowers or balloons to school for delivery; these items are not allowed on the school bus.

PUBLIC NOTICE TO PARENTS WITH CHILDREN IN BALDWIN COUNTY PUBLIC SCHOOLS:

Occasionally, representatives of the news media seek access to public schools within the Baldwin County Public School System. Quite often, these visits involve filming, taping, and interviewing students. Further, students are sometimes filmed, taped or interviewed in the production of educational or promotional materials used by the Baldwin County Public School System. If you object to your child or children being filmed, taped, interviewed, or photographed, you must notify the principal of your school in writing. Be advised, while every effort will be made to honor your written request, it is necessary for parents to ensure their children understand that they are not to be filmed, taped, or interviewed and that they should make teachers and administrators aware of their objections when the need arises.

DISCIPLINE: The purpose of all discipline is to help children become better citizens. Teachers will work with their students to change inappropriate behavior before involving the administration and/or parents.

LAPTOP POLICY: Students are personally responsible for their Chromebooks. Any damages or inappropriate use can lead to fee's or Chromebooks being taken away. Below is the discipline progression used for Chromebooks infractions.

LIBRARY POLICIES: The school library is open during normal school hours, Monday through Friday. Students may use the Alabama Virtual Library (AVL) on site. They may also request an AVL card for home access online. The AVL is an online resource that offers a wealth of homework help, reference, and research information available free of charge to all Alabama citizens. Students may check out a maximum of two pleasure-reading books per visit to the school library. Students have continual access to the library throughout the school week. With teacher permission, students may check out extra books as needed for special assignments and research reports and other

projects. Students may keep library books and materials for one week at a time. If a student loses a book or other library item and it is not found before the end of the semester, the student is responsible for the replacement cost of that book or item. The student may not borrow additional items until the replacement cost of the lost item has been paid. If a library item is damaged beyond reasonable repair, the student is responsible for its replacement cost. All borrowed items must be returned to the Perdido School Library no later than one week before the last day of the academic year.

RETENTION: Each case of retention in the elementary school shall be considered on an individual basis, and the best interests of the child shall be given primary importance. Because of the many variables, it is necessary to rely upon the professional integrity of the teacher and the principal in making decisions based on the best data available. The guidelines that follow are provided to assist principals and teachers in making decisions regarding the retention of students:

1. Parents shall be notified in writing as early as possible that retention is under consideration. Notification shall indicate that while promotion is doubtful at that time, substantial progress during the remainder of the year could lead to promotion. Such notification shall be by the middle of the third quarter.
2. The decision to promote or retain a child is the responsibility of the principal and the teacher.

The teacher shall make the initial suggestion, but both teacher and principal shall give careful consideration. A parent may suggest retention, but the decision is a professional one and will not be made solely on the basis of the wishes of a parent. Parent conferences are highly recommended in all cases under consideration for retention.

3. As a general rule, early retention, particularly in the primary grades, affords the most favorable opportunity for remediation.
4. The decision to promote or retain a child shall be based on the child's performance and other factors existing during the school year.

Middle School -- Grades 7-8: To be considered for promotion to the next grade, a student must receive a passing yearly average in ALL core academic courses: English, Mathematics, Social Studies, and Science.

1. Parents shall be notified in writing as early as possible that retention is under consideration. Notification shall indicate that while promotion is doubtful at that time, substantial progress during the remainder of the year could lead to promotion. Such notification shall be by the middle of the third quarter.
2. To be promoted, a middle school student who fails one or two core courses must attend summer school immediately following that school year. Students must earn a semester summer school grade high enough to average a yearly passing grade when combined with either semester completed during the previous academic year.
3. Grades 6-8: Students who do not meet the established criteria for promotion may be

retained one time in grades 6 through 8 and twice if not previously retained in grades K-5.

4. A student shall not be retained in Grade 8, or any lower grade, if he will reach his sixteenth birthday during the following academic year.

PARENT-TEACHER ORGANIZATION (PTO): The school's P.T.O. offers an excellent opportunity for teachers and parents to work together for the improvement and accomplishment of all the school's needs and objectives. Being involved in the school's P.T.O. enables both parents and teachers to work towards the improvement of all students' educational needs and goals. Please join and support your P.T.O.

School Counseling Program:

What does the School Counselor do? The School Counselor provides different services to support students throughout the school year:

- *Classroom guidance lessons – lessons address personal/social skills, academic success and careers.*
- *Small group counseling – may include topics such as social skills, grief /loss, anxiety, and school success.*
- *Individual counseling and planning*
- *Responsive Services-agency referral, consultation, problem solving, and peer helping*

Through a comprehensive school counseling program, the school counselor has the opportunity to work as a team with the school faculty, parents and the community to create a positive, caring environment for students.

Parent Notification that Perdido School is a Title I “Schoolwide” Program Title I is a federal program designed to help students in our nation’s schools. In accordance with the Every Student Succeeds Act (ESSA) and Title I, the goal is to help all children be successful at school. Schools in communities that meet the requirements use Title I funds to benefit the entire school. This type of program is known as a schoolwide program. Title I schoolwide programs use Title funds, along with other local, state, and federal funding to serve all students in the school. Individual students are not identified as participating in the Title I program.

Some of the benefits we may offer students is a weekly after-school math and/or reading tutorial program, tutoring during school hours, summer reading and/or math programs, a summer library program, a readiness program for incoming kindergarten students, parenting education workshops, and along with other educational resources.

Effective schools are the result of a dedicated faculty and staff working together with families and the community to share in the success of all students at school. Increased student self-esteem occurs when parents and teachers collaborate to ensure learning takes place at the school, in the home, and in the community.

Online School Payment eSchool Payments is an online resource that allows parents a quick,

convenient way to pay any charges that are due the school. Parent Benefits:

- Access the system anytime/anywhere to make payments.
- Save time for parents by not having to come to the school during registration.
- Eliminate the need for students to bring cash or checks to school.
- Provide electronic receipts for the parents to keep for their records. Easy to use:
- After completing your child's online registration, Please click the designated line to proceed to online fee payment.
- Complete the student/parent information section.
- Please use the student's legal name.
- Student ID is student lunch code.
- Proceed to Classroom Items and click on the fees/items you want to pay. Visa, MasterCard, Discover, and Union Pay are accepted. (A credit card processing convenience fee of \$2.95 will be added to your total.)
- Now you are ready to proceed to the Payment section and follow the prompts.
- NOTE: Middle school students will need to have their fee statement showing which fees are due. You may have additional information from a club sponsor or athletic coach with regards to other fees that can be paid online.

CNP Pricing is as follows:

Breakfast:

Lunch:

Adult/Children Visitors: \$2.50

Adult/Children Visitors: \$4.25

Board of Education Employees: \$2.25

Board of Education Employees: \$4.00

Milk prices will remain \$0.50. A la carte prices will be posted when determined and based on food costs.

FEDERAL PROGRAM SERVICES FOR HOMELESS STUDENTS

For information on services for Homeless students, please call the Federal Programs Coordinator at 251-972-6863. The Baldwin County Board of Education shall be committed to providing students an environment for learning. This includes the establishment of an atmosphere conducive to purposeful instruction. Regulations and due process procedures shall be designed to protect all members of the educational community in the exercise of their rights and responsibilities and to provide uniformity to assist in understanding the practices and procedures used in the schools.

STUDENT CODE OF CONDUCT STUDENT BEHAVIOR AND DISCIPLINE OVERVIEW

It is the belief of the Baldwin County Public Board of Education that effective, quality education requires orderly procedures and discipline. The intent of this handbook, as well as the enforcement of its rules, is to ensure the presence of a safe, friendly, and academically conducive atmosphere in which students and school personnel work cooperatively toward mutually recognized and accepted goals. Acting in the best interest of this community, the policy of the Baldwin County Board of Education is to require the principals, faculties, staffs, students, parents and guardians to adhere to and to comply with this Board of Education approved *Code of Student Conduct* (CSC).

As students progress in our school system, it is reasonable to assume that an increase in age and maturity will result in the students assuming greater responsibility for their actions. It is recognized that differences in age and maturity require different types of disciplinary action; however, the procedures described for violations of established standards shall apply to students in Grades K-12.

*Wherever the “principal” is referred to in this *Code of Student Conduct*, it shall be understood “his/her designee” also applies. Whenever the “Superintendent” is referred to in this *Code of Student Conduct*, it shall be understood “his/her designee” may also apply.

SCHOOLS’ CODE OF STUDENT CONDUCT

RESPECT FOR PERSON, PRIVACY, AND PROPERTY

Student responsibilities include, but are not limited to the following:

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

FIELD TRIPS

Every student taking a school-sponsored field trip must furnish written permission provided by

his/her parent/guardian. The permission form and money for the excursion must be sent to the school by the deadline. Younger or older siblings are not allowed to accompany the student, nor a parent acting as a chaperone, on a field trip. There will be NO REFUNDS once a reservation and deposit have been made. This includes suspensions from school, illness, tardiness, withdrawals, or a death in the family.

Field trip attendance by a student with a discipline infraction is subject to the principal's (or his designee) discretion.

If unacceptable behavior results in a student not being allowed to go on a planned trip, or if an adult will be required to go with the student, the parents will be notified in writing with a required acknowledgement statement. Students who do not go on the scheduled trip are required to attend school according to attendance regulations. Adults are encouraged to attend for added supervision. No smoking is allowed on field trips or on the school campus. Parents should ride on the school bus with the students. If a parent drives a car, children are not allowed to accompany the parent in the car.

Chromebook Policy

Students are personally responsible for their Chromebooks. Any damages or inappropriate use can lead to fees incurred or Chromebooks being taken away.

Below is the discipline progression used for Chromebooks infractions.

Students and Parents,

Normally elementary students do not take their ChromeBooks home. However, they are being allowed to at this time. It is their responsibility to care for their issued computer and charger both at school and at home. Broken screens are by far the largest problem followed by losing power adapters (chargers) or leaving them at home. It is the policy of our school to NOT loan computers or chargers. Please ensure your child brings these to school each day. Please read the following information to better understand the school's expectations and help your student care for their ChromeBook and charger.

Below is a list of good practices that will help avoid damage or loss:

- Place the computer between books and/or folders when in bookbag.
- Keep computer-loaded book bag zipped.
- Do not loan or allow others to use the computer or charger.
- Do not place computer-loaded book bags in areas where it may be stepped on.
- Do not throw computer-loaded book bags.
- Move computer and charger out of the children and pet's reach.
- Remove pencils, erasers, and other objects from the keyboard surface before closing lid.
- Unplug headphones and other devices while walking with the computer.

- Do not walk with the computer open.
- Do not put stickers, paint, or use markers on the Chromebook.
- Secure broken screen glass with clear tape, if needed.
- Do not eat or drink while using the computer.
- Clean the screen and keyboard surface periodically. Use a “lightly” dampened cloth and follow with a dry towel.

If your ChromeBook or charger is damaged, bring it to the Help desk for repair. If the damage is determined to be intentional or repeat damage occurs, you will be charged the appropriate fee(s), shown below.

Replace Screen \$100.00

Replace Keyboard Assembly \$100.00

Replace Camera \$100.00

Replace Outer Shells (due to physical damage or paint, markings, or stickers) \$ 50.00

Cleaning fee to remove sticker residue, dirt in and on keyboard, and residue packed in ports. \$ 50.00

Other damage will be evaluated, and the appropriate fees will be charged.

If you lose your laptop or charger, you will be charged for a replacement.

Replace Chromebook \$300.00

Replace Power Adapter \$ 20.00

Thank you for your help and if you have any questions, please contact the school.

DRESS CODE POLICY

I. Overview

All Students are expected to be clean and appropriately dressed for school. Dress and appearance must not present health or safety problems or cause disruption and should encourage a serious approach to school. The Board prohibits any clothing or grooming that in the principal’s judgment may reasonably be expected to cause a substantial disruption of, or interference with, normal school operations. The local school principal will be the final authority for determining appropriate dress within the framework of the policies below.

II. All Schools Dress Code

All schools in the Baldwin County Public Schools System shall implement, within the parameters set forth below, the mandatory dress code policy. Pupils are expected to be clean and appropriately dressed for school. Dress and appearance must not present health or safety problems or cause a disruption to the school educational environment. The local school principal will be the final authority for determining appropriate dress within the framework of this dress code.

All attire:

- a. No pictures, emblems, or writings on clothing that:
- b. Are lewd, offensive, vulgar or obscene,
- c. Advertises or depicts tobacco products, alcoholic beverages, drugs or any other illegal substance, or
- d. Contains fighting words or incites criminal activity; or
- e. Can reasonably be expected to cause a material or substantial disruption of, or interference with, normal school operations.

Tops:

- a. Tops that reveal the body in an inappropriate manner are not permitted. This includes but is not limited to mid-driffs, crop tops, bare at the sides, sundresses, "spaghetti strap" type tops, racer backs, off-the-shoulder tops, low-cut front or low-cut tops
- b. No cut off/crop tops. (No midriff can be showing)
- c. No sleeveless garments.
- d. No see-through garments.
- e. Designed so that the neckline does not reveal cleavage.
- f. Designed to cover all undergarments.
- g. Fit properly- no oversized or overly tight tops.
- h. No tank top/undershirt can be worn as a shirt.

Shorts:

- a. Length should be at fingertip/hand or mid-thigh, whichever is longer.
- b. Fit properly- no oversized or tight shorts.
- c. No spandex, biker, or see-through shorts.
- d. Must be hemmed and not rolled up

Dresses:

- a. Length should be at fingertip or mid-thigh, whichever is longer.
- b. Splits may not exceed (3) inches above the top of the knee.

Pants:

- a. Proper fit- no sagging or baggy fit: worn at the waist. (No pajama bottoms)
- b. No see through or spandex legging pants.
- c. Pants that are too tight or allow for exposure of undergarments are not permitted.
- d. Leggings, yoga pants, and other tight fitting, spandex or lycra based pants must be worn with an acceptable top that covers the private areas of the body.
- e. Leggings/tights may be worn only under shirts and dresses of appropriate length so that the buttocks and private areas are covered.

f. No holes in jeans in inappropriate areas (length rule); Pants or Jeans may only have holes at the knee or below. Pants or Jeans that have holes above the knee are not allowed, unless there is material beneath the holes

g. Sweat pants and warm-up suits will be allowed.

Shoes:

Must be worn at all times, fastened properly.

No bedroom slippers.

For elementary school students, no open toed or open heeled shoes may be allowed for safety reasons (i.e. no Crocs).

Accessories:

Students may not wear hats or head coverings in school buildings or on school premises. This includes but is not limited to bandanas, athletic headbands, headscarves/hair wraps, hoodies, and other forms of headgear or hair covering.

Other than safety-related accessories for safety related purposes, accessories such as masks, hats, caps, sweatbands, or other head covering will not be worn in the building; No gang related clothing/items will be allowed.

In the event a student's behavior warrants suspension, the procedures shall be as follows:

A. The student shall be informed, orally or in writing, by the principal or by his or her designee of the charges against him or her. In the event the student denies the charge(s), the student will be provided an opportunity to present his or her side of the story. In all circumstances, students will be provided an opportunity to state matters in mitigation of the charge(s).

B. If, in the judgment of the principal or his or her designee, the student committed the offense(s) in question, the student shall be suspended from school.

C. The principal shall immediately notify the student's parent or legal guardian of the action taken, the reason or basis for the action, and what further action will be taken, if any.

EXPULSION

It is the policy of the Baldwin County Board of Education that a student may be expelled from school under the following circumstances:

A. After committing a Category II offense as identified in Policy #917(a).

B. After committing a Category III offense as identified in Policy #917(a).

C. After committing any serious offense or exhibiting any serious misconduct.

Expulsions may be for a period of: (a) more than ten days, less than one semester; (b) one semester or more; or (c) permanently. Procedure that warrants expulsion shall be as follows:

A. The student shall be clearly informed by the principal or by his or her designee of the offense with which he or she is being charged. The student will be given an adequate opportunity to state his or her position regarding the alleged offense and to provide any matters in mitigation. Provided however, in the event the principal determines that the student poses an immediate threat to persons or property or threatens immediately to disrupt the educational process, the student may be suspended immediately. In such cases, notice of misconduct with which the student is charged should be given as soon as practicable and no later than three (3) days following suspension. Under such circumstances, a time shall be scheduled as soon as practicable and not later than five (5) days after suspension to provide the student an adequate opportunity to state his or her position regarding the alleged offense and to provide any matters in mitigation.

B. If, in the judgment of the principal or his or her designee, the student committed the offense (or offenses) in question, the student shall be immediately suspended from school pending a determination by the principal as to whether expulsion is necessary.

C. In the event the principal determines that the totality of the circumstances require expulsion, the principal must notify the student's parent or legal guardian of his or her recommendation for expulsion and of the misconduct with which the student is charged. The notice must further notify the parent or legal guardian that they have the right to request a hearing before the principal at which time they shall

have the right to be represented by legal counsel, to ask questions of the principal and of any witnesses, and to present witnesses. Except as otherwise agreed upon by the principal, the request for a hearing must be submitted to the principal in writing within three (3) days of the date of the notification of intent to expel. Notice of the results of the hearing shall be given in writing to the student's parent or guardian within three (3) days after the hearing.

D. The student's parent or guardian shall thereafter have the right to appeal from the results of said hearing to the local superintendent provided notice of intent to appeal is given within five (5) days of receipt of the notice of the results of the hearing. The appeal shall be heard by the superintendent or an expulsion review committee as designated by the superintendent. The appeal hearing shall be held within five days of the receipt of the notice of appeal except as otherwise agreed upon by the local superintendent and the parent or guardian of the student. The student shall have the right to be represented by legal counsel, to ask questions of the principal and of any witnesses, and to present witnesses during the appeal hearing. The student and his parent or guardian shall be notified in writing of the results of the appeal within five (5) days following the hearing.

When a student is suspended or expelled, he is denied admittance to any other school in the system until he has cleared his record with the originating school.

Class I Violations

1.01 Distraction of other students

1.02 Bullying, intimidation, harassment of student, minor and isolated

1.03 Tardiness

1.04 Non-direct use of profane language or obscene gesture (See 2.10) 1.05 Non-conformity to dress code

1.06 Disruption on a school bus, minor

1.07 Inappropriate public display of affection, minor

1.08 Unauthorized absence from class or school for part of a day

1.09 Refusal to complete class assignments

1.10 Failure to follow directives from a school system staff member, minor

1.11 Unauthorized use of school or personal property

1.12 Littering of school property

1.13 Horseplay

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

Class I Sanctions

1. Conference with the student
2. Conference with parent
3. Verbal warning, reprimand and/or demerits
4. Loss of privilege(s)
5. Bus suspension
6. Removal from class (temporary or permanent)
7. Detention (before school, after school or Saturday)
8. In-school suspension
9. Referred to counselor
10. Referred to peer mediation
11. Restitution
12. Student contract
13. Other sanction(s) as approved by the Board of Education

Class II Violations

- 2.01 Failure to follow directives from a school system staff member, moderate or second incident
- 2.02 Disruption on a school bus, moderate or second incident
- 2.03 Vandalism/property damage
- 2.04 Theft of property
- 2.05 Gambling
- 2.06 Possession of stolen property with the knowledge that it is stolen
- 2.07 Sexual harassment
- 2.08 Threats/extortion
- 2.09 Trespassing
- 2.10 Direct use of profane language or obscene gesture directed toward another person
- 2.11 Repeated direct or non-direct use of profane language or obscene gestures
- 2.12 Unauthorized absence from school for a day or more
- 2.13 Inappropriate public display of affection, repeated or significant
- 2.14 Inappropriate touching of another person
- 2.15 Possession of and/or use of matches or lighters

- 2.16 Possession, sale, and/or use of a tobacco product
- 2.17 Dishonesty and cheating
- 2.18 Providing false information to a local board of education employee
- 2.19 Bullying, intimidation, harassment of student, moderate or second incident
- 2.20 Repeated violations of Class I offense
- 2.21 Any other violation which the principal may deem reasonable to fall within this category after investigation and consideration of extenuating circumstances

Class II Sanctions

- 1. Assignment to the Alternative School
- 2. Out-of-school suspension
- 3. Referral to outside agency
- 4. Expulsion
- 5. Any sanction(s) included in Class I and other sanction(s) as approved by the Board of Education

Class III Violations

- 3.01 Arson
- 3.02 Robbery
- 3.03 Theft of property
- 3.04 Burglary of school property
- 3.05 Criminal mischief
- 3.06 Bomb threat
- 3.07 Sexual offense
- 3.08 Fighting 3.09 Inciting or participating in major disorder
- 3.10 Unjustified activation of fire alarm system or fire extinguisher
- 3.11 Assault on another person (Student, teacher, staff member, visitor, etc.)
- 3.12 Possession of a weapon
- 3.13 Preparing, possessing, and/or igniting explosive device
- 3.14 Unlawful sale, purchase, furnishing or giving, or possession of illegal drugs or drug paraphernalia or alcohol beverage

3.15 Accessing or changing information in school computers without authorization or for inappropriate purposes

3.16 Crimes as defined under the laws of the city, state of Alabama, or United States

3.17 Bullying, intimidation, harassment of student, severe or repeated

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

Class III Sanctions

Class III violations typically result in suspension or expulsion. Provided however, discipline may include any sanction(s) included in Classes I and II and other sanction(s) as approved by the local Board of Education.

Suspension and Expulsion of Disabled Students (BOE Policy 918)(See also BOE Policy 1033)

On-Campus Suspension Program (BOE Policy 919)

SMOKING/USE OF TOBACCO PRODUCTS/ ELECTRONIC SMOKING DEVICE

Students will not be permitted to possess, smoke, or use tobacco products in any form while in school buildings, on school property, in school buses, during any school sponsored activities, or on the way to and from school sponsored activities. For purposes of this policy, the phrase “tobacco products” includes, but is not limited to cigarettes, cigars, cigarillos, pipes, vape, and/or any electronic device that can be used to deliver nicotine to the person inhaling from the device, including but not limited to an electronic cigarette, cigar, cigarillo, or pipe. Students caught with tobacco products of any kind will be referred to the CAPPs program.

1st offense- Possession/Usage- 1 day suspension.

2nd offense- 3 day suspension.

3rd offense- 5 day suspension/ Pending Expulsion

Jamari Terrell Williams Student Bullying Policy Section 1: Bullying, Intimidation, Violence, and

Threats of Violence Prohibited The Baldwin County Public School System is committed to providing a safe and supportive learning environment in which all members of the school community are treated with respect. Bullying, violence, and threats of violence, and intimidation are prohibited and constitute unacceptable behavior that will not be tolerated. No student shall engage in nor should any be subjected to bullying, violence, threats of violence, or intimidation by any other student that is based on any of the specific characteristics set forth in this policy. Students who violate this policy will be subject to appropriate disciplinary sanctions as specified in the Student Code of Conduct, subject to the investigating school administrator’s authority and decision. **Section 2: Definitions** In this policy,

These terms shall have the following meanings:

Bullying means a continued pattern of intentional behavior on or off of school property, school bus, or school-sponsored function including, but not limited to, cyberbullying or written, electronic, verbal, or physical actions that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic, if the characteristic falls into one of the categories of personal characteristics contained in this policy. To constitute bullying, a pattern of behavior may do any of the following:

- Place a student in reasonable fear of harm to his or her person or damage to his or her property.
- Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.
- Have the effect of substantially disrupting or interfering with the orderly operation of the school.
- Have the effect of creating a hostile environment in the school, on school property, on a school
 - bus, or at a school-sponsored function.
- Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student.
- *Hostile environment* means the perception by an affected student that the conduct of another student constitutes a threat of violence or bullying and that the conduct is objectively severe or pervasive enough that a reasonable person, under the circumstances, would agree that the conduct constitutes bullying, threat of assault, or assault.
- *Violence* means the unjustified infliction of physical force by a student with the intent to cause injury to another student or damage to the property of another student.
- *Threat* means a statement of an intention to inflict pain, injury, damage, or other hostile action to cause fear of harm. The intention may be communicated through an electronic, written, verbal, or physical act to cause fear, mental distress, or interference in the school environment. The intention may be expressly stated or implied and the person communicating the threat has the ability to carry out the threat.
- *Threat of violence* means an unjustified expression of intention to inflict injury or damage that is made by a student and directed to another student.
- *Intimidation* means an unjustified threat or other action that is intended to cause fear or apprehension in a student.
- *Student* as used in this policy means a person who is enrolled in the Baldwin County Public School System.

Section 3: Description of Behavior Expected of Students

- Students are expected to treat other students with courtesy, respect, and dignity, and to comply with the Student Code of Conduct. Students are expected and required (1) to comply with the requirements of law, policy, regulation, and rules prohibiting bullying, violence, or intimidation; (2) to refrain from inflicting or threatening to inflict violence, injury, or damage to the person or property of another student, and (3) to refrain from placing another student in fear of being subjected to violence, injury, or damage when such actions or threats are reasonably perceived as

being motivated by any personal characteristics of the student that is identified in this policy.

- Bullying, intimidation, violence, or threats of violence are prohibited and will be subject to appropriate disciplinary consequences and/or sanctions if the perpetrator of such action is found to have based the prohibited action on one or more of the following personal characteristics of the student:
 - The student's race;
 - The student's sex;
 - The student's religion;
 - The student's national origin;
 - The student's disability;
 - The student's marital status;
 - The student's sexual orientation; or
 - The student's gender identity.

Section 4: Consequences for Violations

- Those outlined in the Student Code of Conduct or any rule or standard adopted under authority of this policy.

Section 5: Reporting, Investigating, and Complaint Resolution Procedures

- Complaints alleging violations of this policy may be made on a Board-approved complaint form available in the handbook, on the website, or at the school's office. The complaint must be delivered to the principal or the principal's designee either by mail or personal delivery. Incidental or minor violations of the policy may be presented and resolved informally.
- The complaint form developed to report violations of this policy will include a provision for reporting a threat of suicide by a student. If a threat of suicide is reported, the principal or the principal's designee is authorized to inform the student's parent or guardian of the report unless at the discretion of the school principal or the principal's designee the apparent cause of the threat of suicide is child abuse or other significant harm from a parent or guardian.
- Upon receipt of the complaint, the principal or the principal's designee will determine if the complaint alleges a serious violation of this policy. If the principal or the principal's designee determines that the complaint alleges a serious violation, the principal or the principal's designee will undertake a reasonably prompt investigation of the complaint. The investigation will entail the gathering of relevant facts and evidence taking into account the circumstances of the complaint. If the investigation establishes a violation, appropriate disciplinary sanctions may be imposed on the offending student(s). Other measures that are reasonably calculated to prevent a recurrence of the violation(s) may also be imposed by the principal or the school system.
- Acts of reprisal or retaliation against any student who has reported a violation of this policy or sought relief provided by this policy are prohibited, and are themselves a violation of this policy. Any confirmed acts of reprisal or retaliation may be subject to disciplinary sanctions that may include any sanction, penalty, or consequence that is available to school officials under the Student Code of Conduct. A student who deliberately, recklessly, and falsely accuses another

student of a violation of this policy may be subject to disciplinary sanctions as outlined in the Student Code of Conduct.

Section 6: Promulgation of Policy and Related Procedures, Rules, and Forms This policy and any procedures, rules, and forms developed and approved to implement the policy will be published on the website of each local board of education and school, shall be available at each school office, and shall be included in the student handbook that is distributed to each student at the beginning of each school year.

STUDENT HARASSMENT AND BULLYING COMPLAINT FORM The Alabama State Department of Education requires each school system to establish a procedure for the investigation of all incidents reported to school officials of harassment, violence, threats of violence, or intimidation by any other student. This form will assist schools in the Baldwin County Public School System in investigating these reported incidents of such behavior.

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

PERSON REPORTING INCIDENT Name: _____ Grade: ____ Homeroom Teacher _____ Place an X in the appropriate box:

Parent/Guardian Student Upstander Close adult relative of student Other
(_____)

1. Name of alleged student victim: _____ Age: _____

2. Name(s) of alleged offender(s), if known: (Please print.) Grade School Is he/she a student?

_____ Yes No
_____ Yes No
_____ Yes No

3. Name of alleged witness(es), if known: (Please print.)

School _____ Grade _____

School _____ Grade _____

School _____ Grade _____

4. On what date(s) did the incident happen?

____/____/____

5. Where did the incident happen? (Choose all that apply.) On school property At a school-sponsored activity or event off school property On a school bus On the way to/from school Via Internet—sent on school property Via Internet—sent off school

property

6. Place a check next to the statement(s) that best describe(s) what happened. (Choose all that apply.)
Any bullying, harassment, or intimidation that involves physical aggression Hitting, kicking, shoving, spitting, hair pulling, or throwing something Getting another person to hit or harm the student Teasing, name-calling, making critical remarks, or threatening, in person or by other means Demeaning and making the victim the object of jokes Making rude and /or threatening gestures Intimidating (bullying), extorting, or exploiting Spreading hurtful rumors or gossip Cyberbullying (e.g., social media including Facebook, Twitter, Snapchat, Instagram, Kik, etc.) Sexual in nature Related to the student's perceived sexual orientation Excluding or rejecting the student Related to the student's disability Electronic communication (e.g., e-mail, text, sexting, etc.) Racial harassment Sexual harassment Other

7. Describe the incident(s), including what the alleged offender(s) said or did. (Please print.)

8. Why did the bullying, harassment, or intimidation occur? (Choose all that apply.)

Because of race

Because of immigration status

Because of ethnicity

Because of sex

Because of color

Because of gender

Because of ancestry

Because of gender identity

Because of national origin

Because of gender expression

Because of religion

Because of sexual orientation

Because of family/parent/material status

Because of age

Because of physical disability

Because of poverty/socioeconomic status

Because of language

To impress others

Just to be mean

Because of another reason (specify) _____

Because of mental disability

The reason is unknown

9. Did a physical injury result from this incident? (Circle the appropriate indicator)

No, Yes, but it did not require medical attention

Yes, and it required medical attention

10. Is there any additional information that you would like to provide? (Please print.)

(Attach a separate sheet, if necessary) I agree that all of the information on this form is accurate and true to the best of my knowledge.

Name: _____

Signature: _____

Date: _____

This section is to be completed by school officials. Investigation Findings of the Harassment/Bullying Incident What actions were taken to investigate this incident? (Choose all that apply.) Interviewed alleged student victim Interviewed alleged offender(s) Interviewed alleged witness Witness statements collected in writing Interviewed school nurse Reviewed any medical information available Interviewed alleged offender's parent/guardian Interviewed teachers and/or school staff Conducted student record review Interviewed student victim's parent/guardian Examined physical evidence Reviewed/Obtained copy of police report

Examined video evidence Conducted meeting with school resource officer Reviewed social media site

Other (specify) _____

Other (specify) _____

Other (specify) _____

What corrective actions were taken in this case? (Choose all that apply.) None were required; this was a false allegation None; the incident did not warrant any corrective action None; no bullying occurred None; no harassment occurred None; no intimidation occurred None; the alleged incident could not be verified Determined as a conflict and not bullying, harassment, or intimidation Student conference Student warning Letter of apology Mediation Counseling Parent letter Parent telephone call Parent conference Detention On campus suspension (OCS) Out of school suspension Expulsion Behavior contract Plan of support to include a "go to" adult in the school Separation from other student to include transfer or change in schedule Meeting with school resource officer Developed template for safety plan

Other (specify) _____

Other (specify) _____

Other (specify) _____

Additional pertinent information gained during the interview:

(Attach a separate sheet, if necessary)

Parent Notifications: Alleged victim's parent notified on _____ via phone conference,
letter (date) other _____

regarding the completion of the investigation Alleged offender's parent notified on
_____ via phone conference, letter (date) other _____

regarding the completion of the investigation via phone conference, letter (date)
other _____

School Administrator's Name: _____

School Administrator's Signature: _____

Date: _____

Parents Right To Know

Dear Parent:

We are pleased to notify you that in accordance with the *Every Student Succeeds Act of 2015*, you have the right to request information regarding the professional qualifications of your child's teacher. Specifically, you may request 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 other provisional status through which State qualification or licensing criteria has 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 the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to receive this information, please complete the top portion of the enclosed form, and return the form to your child's school. Should you have any questions, feel free to contact the school's office personnel.

Sincerely,
Phillip Stewart, Principal
Perdido School

Perdido Parent Engagement Plan

The school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the rights of parents involved. (Sec. 1116(c)(1))

There will be a flexible number and format of parent meetings offered as they relate to parental involvement.

Parents will have the opportunity for involvement in decision-making through the following yearly committees:

- ACIP
- Parent Advisory

The school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children in the following ways:(Sec. 1116(c)(4)(A)(B)(C))

- Parent-Student Handbook
- Social Media Platforms (District approved)
- ReMIND
- Yearly meetings

The School-Parent Compact is jointly developed with Title I parents via Parent Advisory Committee, used throughout the year to guide decision making, and decimated via the Parent-Student Handbook.

Parents can submit comments of dissatisfaction with the Continuous Improvement Plan using the above communication forms. (Sec. 1116(c)(5))

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

PARENT/STUDENT/SCHOOL COMPACT

This school-parent compact is in effect during the school year 2024-2025.

School Responsibilities

The Perdido School will:

Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

Our teachers at Perdido School will teach state required concepts to you child. Our teachers will provide relevant, interactive homework assignments. We will Integrate special activities to make learning enjoyable. Hold meetings during which this compact will be discussed as it relates to the individual child's achievement. Specifically, those conferences will be held:

Parents are invited and encouraged to visit the school. Visits during the school day should be cleared through the principal's office. Parent-teacher conferences are most important in improving the learning atmosphere. Conferences may be held with the principal during the school day. Conferences with teachers should be scheduled before or after school or during a teacher's planning period after permission is granted by the principal.

Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows: Student report cards are sent out after each quarter. Progress Reports are sent out mid-quarter. Grades are also accessible in PowerSchool.

Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows: The parent-teacher conference is an important key to a successful school year. It should be a two-way communication between a parent and the teacher to discuss achievement, conduct, assignments and other information pertinent to the child's growth and development. Parent conferences can be arranged by sending a note to your child's teacher or by calling the office, 937-8456, to schedule an appointment for you. Parents are urged to meet with their child's teacher early in the year and throughout the year to monitor progress. The importance of parent involvement in the on-going program of the school cannot be emphasized strongly enough.

Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:

Parents are welcome to come visit their child's classroom with permission from the Principal. Parents and teachers can communicate through their students' agenda in the back of the student handbook.

Parent Responsibilities

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring the amount of television their children watch.
- Volunteering in my child's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on advisory groups, such as Title I advisory committees and parental involvement committees.

Student Responsibilities

We as students take responsibility to improve academic standards. Specifically, we will:

- Do my homework every day and ask for help when I need to.
- Give anything received from school to parent/guardian daily
- Read at least 30 minutes every day outside of school time.

Parent Signature(s) _____

DATE _____

Student Signature _____

DATE _____

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

Please contact Perdido School if you have any questions regarding the information contained in this packet.

GO RAIDERS!