

George W. Long High School

Student Handbook, 2022-2023

Principal

Mr. Daniel Barrentine

Assistant Principal

Mr. Drew Miller

Guidance Counselor

Mrs. Dianna McCraney

Bookkeeper

Mrs. Nancy Herring

Secretary

Mrs. Heather Joseph

Superintendent

Mr. Ben Baker

Associate Superintendent

Mr. Chuck Walker

Dale County Board Members

Mr. Phillip Parker

Mrs. Priscilla McKnight

Mr. Jerald Cook

Mrs. Shannon Deloney

Mr. Dale Sutton

G.W. Long High School Online

Website: <https://lhsdalecountyal.schoolinsites.com/>



@LHSrebels



@LHSrebels

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Skipperville, AL 36374
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George W. Long High School Faculty

Daniel Barrentine	Principal
Drew Miller	Assistant Principal
Dianna McCraney	Guidance Counselor
Mandi Walker	Media Specialist/Librarian
Chris Barefield	English
Jenny Strickland	English
Lacey Thomas	English
Rachel Watts	English
Paige Everett	Math
Kirstie Johnson	Math
Nikki Long	Math
Lyn McDaniel	Math
Krista Agerton	Science
JoAnne Hicks	Science
Morgan Long	Science
Jake Griggs	History/Social Science
Kent Robertson	History/Social Science
Mason Stevens	History/Social Science
Dana Barron	Special Education
Tiffany Dees	Special Education Aide
Casey Robinson	Special Education
Vaughn Hill	Physical Education
Vicki Morrison	Physical Education
David Watts	PE/Weight Training/Athletic Director
Bill Enfinger	Agri-Science
Jonathan Chapman	Business Education
Jay Thompson	Driver's Education/Health
Amber Brooks	Health Science
Kerri Taylor	Music
Becca Wells	ACCESS Facilitator
Margie Griffith	At-Risk Aide
Kasey Gunter	Intervention Aide
Lorenza Williams	ISS

Office Staff

Heather Joseph - Secretary Nancy Herring – Bookkeeper

Lunchroom Staff

Melita Smith – Manager	Tracey Coursey	Dale Phillips
Brandy Olson	Mary Nell Grubbs	Lisa Fisher
Shannon Register	Rhonda McKinney	

Bus Drivers

Jana Johnson	Jeff Watson	Sharion Riley	Dawn Hammond
Karen Johnson	Russell Hagler	Beverly Prestwood	Tammy Plante
Rhonda Tew	Tracey Coursey		

Custodial Staff

Sophia McLeod Taylor Herring

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Dale County School System Vision and Mission

Vision:

Destination: Excellence

Mission:

The mission of Dale County Schools is to develop life-long learners who have personal, economic, technological and social skills needed to be members of a global society.

Goals:

1. We will provide a safe and supportive environment for learning opportunities.
2. We will develop college and career ready students through multiple approaches.
3. We will demonstrate and promote being responsible, respectful and resourceful citizens.
4. We will provide opportunities to build relationships with parents, students, teachers and community stakeholders.
5. We will utilize a rigorous and relevant curriculum to meet the needs of all students.

Message from the Superintendent

Dear Parents and Students,

Welcome to the Dale County Schools family! The seven schools that make up the Dale County system have a rich history of academic, athletic, and extra-curricular excellence. I encourage you to support your child's school and communicate with your school on a regular basis. I encourage parents to be actively involved in the education process. Together, as partners, our students will flourish under the direction of the dedicated employees of Dale County Schools. Please feel free to contact me with any concerns you may have about your child's education.

Sincerely,

Ben Baker
Superintendent

bbaker@dalecountyboe.org

G.W. Long High School Vision and Mission

Vision:

Rebels. Community. Drive. Spirit. Success.

Mission:

At G.W. Long High School we are going to strive to build meaningful relationships, provide high-quality education, and offer impactful opportunities that will equip our students with the necessary skills to thrive in society.

Message from the Principal

Rebel Family,

Welcome back to a new school year at George W. Long High School. For those of you that are new to Long High School, I would like to take this opportunity to extend a warm welcome to you and your family. While at LHS, I urge you to become involved in the activities we offer and enjoy your high school experience.

G.W. Long High School is a community minded and family-oriented school with a staff and student body that is driven to be great. Our school spirit and pride is second to none and we are determined to achieve success in all aspects of our school. It is these aspects that embody what it means to be a G.W. Long Rebel.

We have high expectations and believe that each one of our students has the opportunity to succeed. Our student expectations are as follows:

1. Be a person of high character.

People will remember you more for your character than anything else.

2. Be respectful.

Be respectful to your teachers, peers, parents/family, and yourself.

3. Be here.

Success doesn't happen if you aren't here, you have to show up.

4. Think.

Be critical thinkers and problem solvers. Use common sense.

5. Get better every day.

Don't settle, strive to be great.

At G.W. Long High School, our teachers, faculty, and administration are here to provide an environment that is safe, inclusive, inviting, and academically challenging. Students and parents, always know that we are here to help and that our primary objective is our students' success. I am looking forward to another great year at George W. Long High School!

GO REBELS!

Sincerely,

Daniel Barrentine
Principal, G.W. Long High School
dbarrentine@dalecountyboe.org

Dale County Schools
2022-2023
School Calendar

Final Approved 3.8.22

X - Work Days/Professional Development Days H - Holidays

Blue Shaded - end of the 9 weeks

Month	M	T	W	T	F
June			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	
July					1
	H	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
Aug	X 1	X 2	X 3	X 4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		
Sept				1	2
	H	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
Oct				6	H
	H	H	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
Nov		1	2	3	4
	7	8	9	10	H
	14	15	16	17	18
	H	H	H	H	H
	28	29	30		
Dec				1	2
	5	6	7	8	9
	12	13	14	15	16
	H	H	H	H	H
	H	H	H	H	H
Jan					
	H	X 3	X 4	5	6
	9	10	11	12	13
	H	17	18	19	20
	23	24	25	26	27
	30	31			
Feb			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	H	21	22	23	24
	27	28			
March			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	H	H	H	H	H
April					
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
May					
	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	X26
	H	30	31		

Teachers Begin - August 1, 2022
Students Begin - August 5, 2022

180 Student days
187 Teacher days

Oct 6, Dec 16, March 10, & May 25 - 1/2 day for students
Full day for Employees

Last day of school Students - May 25, 2023
Last day of school Teachers - May 26, 2023

1st Semester 86 days
1st 9 weeks 44 days
ending October 6, 2022
2nd 9 weeks 42 days
ending December 16, 2022

2nd Semester 94 days
3rd 9 weeks 45 days
ending March 10, 2023
4th 9 weeks 49 days
ending May 25, 2023

HOLIDAYS

Independence Day----- July 4, 2022
Labor Day----- Sept 5, 2022
Fall Break/Columbus Day----- Oct 7-11, 2022
Veterans' Day----- Nov 11, 2022
Thanksgiving Break----- Nov 21-25, 2022
Christmas/New Year Break----- Dec 19, 2022-
Jan 3, 2023
MLK Day----- Jan 16, 2023
President's Day----- Feb 20, 2023
Spring Break----- Mar 27-31, 2023
Memorial Day----- May 29, 2023

Progress Report Dates

Sept 2, 2022 Nov 10, 2022
Feb 3, 2023 April 21, 2023

Report Card Dates

Oct 14, 2022 Jan 6, 2023
Mar 15, 2023 May 26, 2023

Grading Periods

August 5 – October 6, 2022
October 12 – December 16, 2022

January 5 – March 10, 2023
March 13 – May 25, 2023

G.W. Long High School Daily Bell Schedules

Jr. High: grades 7 & 8

7:30	Student Arrival/Breakfast
7:45	First Bell
7:50	Tardy Bell
7:50 - 8:00	Announcements/Attendance
8:00 - 9:15	1st Block
9:15 - 9:30	Break
9:30 - 9:35	Transition
9:35 - 10:50	2nd Block
10:50 - 10:55	Transition
10:50 - 12:45 <i>(Lunch)</i>	3rd Block <i>11:45 - 12:10 (7/8 Lunch)</i>
12:45 - 12:50	Transition
12:50 - 2:05	4th Block
2:05 - 2:10	Transition
2:10 - 3:03	Enrichment

High School: grades 9-12

7:30	Student Arrival/Breakfast
7:45	First Bell
7:50	Tardy Bell
7:50 - 8:00	Announcements/Attendance
8:00 - 9:20	1st Block
9:20 - 9:35	Break
9:35 - 9:40	Transition
9:40 - 11:00	2nd Block
11:00 - 11:05	Transition
11:05 - 12:55 <i>(Lunch)</i>	3rd Block <i>12:25 - 12:50 (9-12 Lunch)</i>
12:55 - 1:00	Transition
1:00 - 1:40	Advisory
1:40 - 1:45	Transition
1:45 - 3:03	4th Block

Dale County Board of Education Policies and Procedures

For a complete copy of the Dale County Board of Education Policy Manual visit the Dale County Board of Education webpage at <https://www.dalecountyboe.org/boe>.

General Administration

Safe Schools Policy (Drugs, Alcohol, Tobacco, and Weapons)

- a) *Prohibition on the Possession of Firearms* – The possession of a firearm in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited except for authorized law enforcement personnel who are certified by the Alabama Peace Officers’ Standards and Training Commission. For purposes of this policy, the term “firearm” has the same definition as is found in 18 U.S.C §921.
- b) *Prohibition on the Possession of Weapons* – The possession of a deadly weapon or dangerous instrument in a school building, on school grounds, on school property, on school buses, or at school-sponsored functions is prohibited except by authorized law enforcement personnel. For purposes of this policy, the terms “deadly weapon” and “dangerous instruments” include but are not limited to explosives, incendiary devices, projectiles, knives with a blade length of more than two (2) inches, archery equipment, devices designed to expel projectiles at a high rate of speed, any device so classified under state or federal law, and any device either used or intended to be used in such manner as to inflict bodily harm, provided that the terms “deadly weapon” and “dangerous instruments” will exclude, to the extent permitted by law, devices and equipment that are used for the purpose of and in connection with school or Board sanctioned educational, team, or competitive activities.
- c) *Illegal Drugs and Alcohol* – The use, possession, distribution, and sale of alcohol and the illegal use, possession, distribution, and sale of drugs in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited.
- d) *Tobacco* – The use of tobacco products and the illegal possession, distribution, and sale of tobacco products on school property is prohibited. For the purposes of this policy, “tobacco product” is defined to include cigarettes, electronic cigarettes, vape pens, hookah pens, e-hookahs, vape pipes and any similar type of device designed to deliver nicotine, flavor, and other chemicals via inhalation, cigars, blunts, bidis, pipes, chewing tobacco, snuff and other items containing or reasonably resembling tobacco or tobacco products. “Tobacco use” includes smoking, vaping, chewing, dipping, or any other use of tobacco products.

Dale County Board of Education Code of Conduct and Policy will be followed for any and all violations of the aforementioned policy(s).

Searches (Students)

- a) *Board Property* – All school system property, facilities, and grounds may be entered, inspected, and searched for any lawful purpose by Board officials or their designees at any time, without prior notice and to the fullest extent permitted by law. The right to enter, inspect, and search includes and extends to (but is not limited to) Board owned or controlled offices, desks, file cabinets, lockers, computers, files, documents, data, and devices however and wherever kept, stored, or maintained.

- b) *Personal Property* – Personal property, including but not limited to vehicles, purses, wallets, gym bags, book bags, cell phones, computers, and personal electronic devices may be searched by authorized school officials, including school principals or their designees, when reasonable suspicion exists that the property contains evidence of a violation of board policy, prohibited materials, illegal substances, weapons, or other items that are reasonably deemed to present a risk or threat to the safety or welfare of the school community, provided that the nature and extent of the search shall be reasonably related and limited to the suspected violation.
- c) *Personal Searches* – Students may be searched whenever reasonable suspicion exists that the student possesses evidence of a violation of board policy, including, prohibited materials, illegal substances, weapons, or other items that are reasonably deemed to present a risk or threat to the safety and welfare of the school community. Student searches must be conducted by a school administrator in the presence of another certified school employee and may include a pat down of the student, a search of personal items and clothing, or a more thorough search upon specific approval of the Superintendent. Personal searches will be conducted with due regard for the age and gender of the student. Searches that require physical contact between the school official and the student, removal of clothing, or examination of the student in a way that would implicate privacy concerns must be conducted and witnessed by officials of the same gender as the student and in a way that preserves the dignity of the student to the extent practicable under the circumstances. Refusal to submit to a search or to cooperate in a search as provided in this policy may be grounds for disciplinary action.
- d) *Use of Recovered Items* – Property, material, substances, information, or records that are obtained, discovered, or recovered as a result of a search may be retained and used for any lawful purpose.

Title IX/Sexual Harassment

Sexual harassment in any form that is directed toward students is prohibited. Persons who violate the policy will be subject to the full range of disciplinary consequences up to and including termination (for employees) and expulsion (for students) as dictated by the nature and severity of the violation and other relevant considerations. If appropriate, the circumstances constituting the violation may be reported to law enforcement agencies or child welfare agencies for further investigation and action. The Dale County Board of Education strictly prohibits discrimination on the basis of sex or gender in its programs or activities, including sexual harassment, as defined by law and Board policy. Inquiries regarding the application of Title IX regulations may be referred to the Board's Title IX Coordinator, to the Assistant Secretary for Civil Rights of the Department of Education, or both.

Data Governance and Use

The Superintendent is authorized to establish procedures governing the storage, use, and sharing of data maintained electronically by the school system. Such procedures shall comply with applicable state and federal law and shall include provisions for data security (including physical security measures), access controls, quality control, and data exchange and reporting (including external data requests, and third-party data use). Nothing in this policy or in any procedures authorized hereunder creates or expands any entitlement to confidentiality of records beyond that which is established by law or specific Board policy.

Any unauthorized access, use, transfer, or distribution of Board data by any employee, student, or any other individual may result in disciplinary action (up to and including termination for employees) and other legal action.

General Student Information

Absences and Excuses

Students are not permitted to be absent from school without a valid excuse. Absences will be designated as excused or unexcused. Excused absences will be permitted for the following reasons:

- Personal illness
- Hospitalization
- Emergency
- Death in immediate family
- Court subpoena
- Religious holidays
- Absences approved by the principal

Documentation supporting an excused absence must be submitted in a timely manner or the absence will be deemed to be unexcused. Excessive unexcused absences may result in a loss of academic credit or referral of the matter to juvenile or other appropriate legal authorities for investigation.

Attendance Policy

A student who is absent from any class more than five times per semester, except for absences documented by a health care provider or PRIOR permission by school administration may not receive credit for that class. A health care provider (physician, dentist, counselor, school nurse, etc.) or legal authority (court, sheriff, police, lawyer, etc.) MUST substantiate absences beyond five (5) days. Students who accumulate more than five (5) absences per term from school or any given class will not receive credit for the course or courses in which they are enrolled.

Attendance letters are mailed home to parents each semester for the following:

- 3 unexcused absences and/or parent notes – warning notification
- 5 unexcused absences and/or parent notes – referred to Dale County Early Warning Court
- 6 unexcused absences and/or parent notes – loss of credit
- After 7 unexcused absences (per school year) – truancy filed in the Dale County Juvenile Court on student.

Truancy

Parents or guardians are required to ensure that students under their care, custody or control attend school regularly. Habitual or excessive absence from school may require Board officials to refer the matter to juvenile authorities or to initiate truancy proceedings. [Reference: ALA. CODE §16-28-1, et seq. (1975); Ala. Admin. Code 290-3-1-.02]

Gifted Education

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

Teachers, counselors, administrators, parents or guardians, peers, self, or any other individuals with knowledge of the student's abilities may refer a student. Additionally, all second grade students will be observed as potential gifted referrals using a gifted behavior checklist.

For each student referred, information is gathered in areas of Aptitude, Characteristics, and Performance. The information is entered on a matrix where points are assigned according to established criteria. The total number of points earned determines if the student qualifies for gifted services.

IDEA and Child Find

Child Find is a component of the Individuals with Disabilities Education Act (IDEA) that requires states to identify, locate, and evaluate all children with disabilities, aged birth to 21, who need early intervention or special education services as well as children who may be gifted. Child Find is a continuous process of public awareness activities, screening and evaluation designed to locate, identify, and refer as early as possible all children with disabilities. For questions, please contact your child's school or the Dale County Board Office.

Section 504 of the Rehabilitation Act of 1973

Section 504 protects qualified individuals with disabilities. Under this law, individuals with disabilities are defined as persons with a physical or mental impairment which substantially limits one or more major life activities. People who have a history of, or who are regarded as having a physical or mental impairment that substantially limits one or more major life activities, are also covered. For questions, please contact the counselor at your child's school.

Equal Educational Opportunities

No student will be unlawfully excluded from participation in, be denied the benefits of, or subjected to discrimination in any program or activity offered or sponsored by the Board on the basis of race, ethnicity, color, disability, creed, national origin, sex, immigrant or migrant status, non-English speaking ability, or homeless status.

Student Records

Educational records as defined by law or Board policy will be available for examination and review by authorized persons in the manner prescribed and to the extent required by law. Except where the context requires otherwise, the term "educational records" has the meaning given in 20 U.S.C. §1232g(a)(4). Copies of such records may likewise be provided to the extent required and under circumstances specified by applicable law or regulation. The Superintendent is authorized to establish administrative standards and for the reproduction thereof. Parents will be provided required annual notification regarding educational records through the student handbook or by other appropriate means. [Reference: 20 U.S.C. §1232g(a)(4); 34 CFR 99.3]

Annual FERPA Notice to Parents

All policies and practices governing the collection, maintenance, review and release of student education records are based on the principles of confidentiality and the student's right to privacy, consistent with the Family Educational Rights and Privacy Act (FERPA) of 1974. Schools may disclose, without consent, directory information, such as students name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, parents and eligible students may request the school not disclose this information about them.

Parents Right to Know

Title I, Part A, Section 1111(h)(6). In accordance with the No Child Left Behind Act of 2001 (Public Law 107-110), parents have the right to request information regarding the professional qualifications of their child's teacher. If you would like to receive this information, please contact the Dale County Board of Education.

Student Health Services

The Board may offer limited student health services that are designed to address minor medical issues that may arise during the school day or to assist with special or chronic health problems. In cases of acute or contagious illnesses, parents or guardians may be notified and required to pick up the student. If a parent or guardian is not available, the principal or school nurse may contact the Department of Public Health. School officials are authorized to take reasonable and appropriate steps to provide or arrange for the provision of emergency medical services to students who require immediate medical attention. In case of illness or accidental injury not requiring immediate medical attention, standard first aid procedures may be followed.

Admission Policy for Homeless, Migrants, Immigrants, and English Learner Students

All homeless, migrant, immigrant, and English Learner students and children in foster care will have equal access to the same free appropriate public education, including public preschool education, provided to other children and youth and will be provided the opportunity to meet the same challenging state content and state student performance standards to which all students are held without being stigmatized or isolated. Direct any questions to the Homeless Student Liaison at the Dale County Schools Board of Education.

Corporal Punishment

The Board allows reasonable corporal punishment of students under the following terms and conditions. Corporal punishment will be administered only as a disciplinary measure, with due regard for the age and physical condition of the student, and without excessive force. Corporal punishment will be administered by the school principal or his or her designee in the presence of another adult professional school system employee. Corporal punishment should not be administered in the presence of another student. [Reference: ALA. CODE §16-28A-2 (1975)]

Physical Restraint

Dale County Schools allows the use of physical restraint in situations in which the student is an imminent danger to himself/herself or others and when the student is not responsive to less intensive de-escalation techniques. At no time is physical restraint used as a form of discipline or punishment. Law enforcement may assist in this action.

Driver's License

Unless exempted from the requirement by Board policy, a person under the age of 19 years may not under state law obtain a driver's license or a learner's permit without being enrolled in school or meeting alternative criteria established by law. Additionally, a driver's license may be suspended or revoked if a student withdraws or fails to attend school. Students may be exempted or excused from otherwise applicable statutory requirements if their withdrawal or nonattendance is caused by circumstances beyond the control of the student. A student's discipline record will affect his or her eligibility to obtain and/or maintain a driver's license as established by the Alabama Department of Public Safety. [Reference: ALA. CODE §16-28-40, et seq. (1975)]

Bullying, Intimidation, Violence, and Threats of Violence Prohibited

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 and applicable law, subject to the investigating school administrator's authority and decision.

Reporting, Investigation, and Complaint Resolution Procedures -

- a) 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.
- b) 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. 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 violations(s) may also be imposed by the principal or the school system.
- c) A person reporting a violation who is not satisfied with the outcome of the investigation may appeal the decision in writing to the Superintendent or designee.
- d) 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 Code of Student 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 Code of Student Conduct.

Student Code of Conduct

System-Wide Disciplinary Policy

The Dale County Board of Education Student Code of Conduct represents a system-wide disciplinary policy. The maintenance of order in the school is a necessity. Therefore, it is the responsibility of all school employees to assist in the maintaining of discipline, so students may be educated in an orderly manner. Students are expected to conduct themselves properly at all times. The school has the prerogative to determine if conduct interferes with the educational process and the means by which the conduct may be corrected. Student discipline is the responsibility of the principal (or his/her designee). Disciplinary interventions may include, but

are not limited to, conference with school authorities, referral to the Department of Youth Services, parental conferences, break detention, after school detention, before school detention, corporal punishment (paddling), out of school suspension, alternative school and/or expulsion. All Dale County Schools system students and parents/guardians are responsible for being thoroughly familiar with all aspects of the Student Code of Conduct included in this handbook.

Demerit System

Disciplinary violations are grouped into four categories. Demerits are assigned to each category as shown below:

Class I:	1 demerit per referral
Class II:	3 demerits per referral
Class III:	6 demerits per referral
Class IV:	12 demerits per referral

Accumulation of Demerits: when a student receives a disciplinary referral, the school administrator or designee reviews the student's disciplinary record. The school official then calculates the total demerits accumulated by the student during the current eighteen-week term. Disciplinary action is then determined by the total demerits received by the student during the current eighteen-week term. There are several concepts to keep in mind concerning the demerit system and disciplinary action assigned.

1. Demerits are cumulative throughout each eighteen-week term.
2. Disciplinary actions are assigned based on the total demerits accumulated during each eighteen-week term (not on the individual violation).
3. The severity of disciplinary actions increases as the student accumulates demerits.
4. Demerits are removed from consideration at the beginning of each eighteen-week term (generally in August and January).
5. Only those demerits accumulated during the current eighteen-week term are considered in assigning disciplinary action.

Disciplinary Actions Based on Accumulated Demerits: when a student is determined by a school official to be guilty of a disciplinary violation, a school official assigns disciplinary action(s) based on the total demerits accumulated by the student during the school term in which the violation occurred.

The table below shows possible disciplinary action that school official may assign as a result of accumulated demerits.

1-4 demerits: Conference with the student, parental contact, parental conference, before school detention, break detention, after school detention, apology to appropriate persons, corporal punishment, in-school-suspension, and/or other disciplinary action(s) as deemed appropriate by the principal or designee

5-8 demerits: Parental contact, parental conference, in-school suspension for up to three days, out-of-school-suspension of up to five days, corporal punishment, complaint filed with the Department of Youth Services, referral to the school counselor, Saturday school, Alternative School, other disciplinary action(s) as deemed appropriate by the principal or designee

9-11 demerits: Parental conference (requested), in-school suspension for up to five school days, out-of-school-suspension for up to five school days, corporal punishment, Saturday school for up

to three days, Alternative School, complaint filed with the Department of Youth Services, other disciplinary action(s) deemed appropriate by the principal or designee, other legal action as deemed appropriate by the principal with possible consultation with legal and/or court officials.

12 or more: Parental conference (required), removal from campus by legal authorities, out-of-school-suspension for up to ten school days, Alternative School, referral to appropriate court system, and/or referral to the Dale County Board of Education for possible expulsion, and/or other disciplinary action(s) deemed appropriate by the principal or designee.

15 or more: Administrative hearing with the Superintendent of Education (or his/her designee) to determine referral to the Dale County Board of Education for expulsion, placement with Juvenile Court Authorities, Withdrawal, or placement in an Alternate Learning Environment.

Class I Violations (1 demerit per violation)

The following are Class I violations. Each Class I violation results in one demerit. Disciplinary action assigned based on the student's total demerits, not solely on the individual violation.

1. Classroom disruption - any behavior that is disruptive to the orderly educational process.
2. Refusal to complete class assignments and/or not having assigned materials/books.
3. Quarreling - Verbal conflicts such as name-calling, inflammatory language, etc.
4. Hallway misconduct - running, yelling, tripping others, etc.
5. Inappropriate public display of affection.
6. Eating, drinking, or gum chewing in unauthorized area.
7. Misuse, abuse, or littering of school property.
8. Possession of inappropriate or disruptive items - Cards, dice, inappropriate magazines, toys, etc.
9. Presence in unauthorized area - includes, but not limited to sitting in vehicles after arriving on campus.
10. Minor bus misconduct.
11. Any other violation deemed as a Class I violation by the principal or designee.

Class II Violations (3 demerits per violation)

The following are Class II violations. Each Class II violations results in three demerits. Disciplinary action assigned based on the student's total demerits, not solely on the individual violation.

1. Unauthorized meetings, gatherings, or organizations - Use of any part of the school day or facilities for activities that are not school sponsored or approved by the principal.
2. Gambling - Any participation in games of chance for money or things of value.
3. Possession, sale, use, or distribution of tobacco products.
4. Defiance - any verbal or nonverbal refusal to comply in a timely manner with legal directions or instructions from school personnel.
5. Vandalism - Deliberate action resulting in damages of less than \$50 to public or private property.
6. Petty theft - The deliberate taking of property valued at less than \$25 belonging to or in the lawful possession or custody of another.
7. Possession of stolen property.
8. Profane or obscene language (Not including profanity directed to or about school personnel).
9. Possession of electronic devices - Gameboys, CD players, radios, laser pointers, etc.
10. Possession of objects or substances capable of causing bodily harm or injury (matches, lighters, etc.)

11. Obscene gestures or illustrations toward another person.
12. Truancy - Unauthorized absence from school or class.
13. Intimidation.
14. Disrespectful/rude language addressed to or about school personnel (not to include profanity directed to or about school personnel).
15. Providing false information to school personnel - including, by not limited to, forging a parent's signature, giving false accounts of incidences, intentionally failing to give truthful information when requested by school personnel.
16. Leaving school grounds without permission from school officials.
17. Parking lot violations that create an unsafe parking environment. Including displaying flags from vehicles which creates distractions and line of sight issues.
18. Any other violation deemed as a Class II violation by the principal or designee.

Class II Violations (6 demerits per violation)

The following are Class III violations. Each violation results in six demerits. Disciplinary action assigned based on the student's total demerits, not solely on the individual violation.

1. Motor vehicle violation - Unsafe or unauthorized use of a motor vehicle.
2. Extortion - Any communication threatening injury to the person, property or reputation of another with the intention of extorting money or any other item.
3. Fighting - Physical altercation involving hostile or aggressive contact or attempted contact.
4. Threats - Intentional demonstration of the intent or ability to carry out a malicious act creating a well-founded fear in the person threatened.
5. Possession and/or igniting fireworks.
6. Harassment
7. Inappropriate touching in a sexual or suggestive way.
8. Vandalism - Deliberate actions resulting in more than \$50 to public or personal property.
9. Profanity or obscene language to or about school board personnel.
10. Student disorders - Inciting, participating, encouraging, or otherwise promoting unauthorized student activities, disruption to an orderly environment or impeding the educational process.
11. Possession, viewing, or distribution of pornographic material; including any obscene or profane materials.
12. Computer misuse - Assessing, changing, receiving, or transmitting information in school computers or technology systems. Including inappropriate use of social media platforms
13. Possession, sale, use, distribution of vaping/electronic cigarette products
14. Any other violation deemed as a Class III violation by the principal or designee.

Class IV Violations (12 demerits per violation)

The following are Class IV violations. Each Class IV violation results in twelve demerits. Disciplinary action assigned based on the student's total demerits, not solely on the individual violation.

1. Threatening school board personnel. (Any verbal or nonverbal Communication)
2. Drug violation - Possession, transfer, use, or sale of illegal or unauthorized drugs (including "over the counter" and prescription medications).
3. Alcohol violation - Possession, transfer, use, or sale of alcoholic beverages.
4. Grand theft - The taking of property valued at \$25 or more belonging to or in the lawful possession or custody of another.
5. Assault upon school personnel- Hitting, pushing, kicking, grabbing, or any other hostile or aggressive contact or action toward school personnel.

6. Firearms violation - Any firearm (including, but not limited to, starter gun, BB gun, pellet gun, stun gun, hand gun, rifle, shotgun, etc.).
7. Weapons Violation - Including, but not limited to, metallic knuckles, tear gas, knives, of any kind or size, box cutters, chemical weapons of any kind, or any device or substance converted or intended for use as a weapon.
8. Explosives Violation - Possession, igniting, preparing to ignite any explosive substance on school property or at a school related event.
9. Bomb Threat - Any such communication intended to imply the presence of explosives.
10. Arson - The skillful and malicious burning or attempting to bum public or private property.
11. Sexual Offense - Acts and/or contact of a sexual nature including, but not limited to, sexual battery, attempted intercourse, intercourse, rape, and attempted rape.
12. Aggravated battery - Intentionally causing great bodily harm, disability, or disfigurement, by the use of a weapon.
13. Sexual Harassment - Sexual comments, propositions, insinuations, or suggestions
14. Robbery - Taking of money or property from another by force, violence, threat, or intimidation.
15. Burglary - Entering or remaining in a structure or conveyance with the intent to commit an offense when premises are closed to the public.
16. Criminal mischief - Willful and malicious injury or damages of \$50 or more to public or private property.
17. Indecent Exposure - The inappropriate display or showing of the body. The principal or designee is the final authority as per what constitutes indecent exposure.
18. Possession, sale, use, or distribution of synthetic marijuana, CBD for vaping, and/or any form of THC.
19. Any other violation deemed as a Class IV violation by the principal or designee.

Class IV violations represent severe violations of the student's legal obligation to conduct himself/herself properly as a student. As a result of a student being found to have committed or participated in a Class IV violation, the school principal or the designee shall contact the appropriate legal authorities. The principals shall sign appropriate complaints, petitions or warrants in the appropriate legal and/or judicial systems. The student shall be immediately suspended from regular classes and a hearing conducted at the earliest possible date. The student may be referred to the Board of Education for expulsion from the Dale County Schools.

* Any student determined to have brought to school or have in their possession, a firearm in a school building, on school grounds, on a school bus, or at a school function, shall be expelled from the Dale County Schools for a period of no less than one year.

* Any student found to have violated school or state policy concerning drugs and/or alcohol shall be immediately suspended from attending regular classes, legal authorities will be contacted, the appropriate warrant or petition will be signed, and the students is subject to expulsion from the Dale County Schools for a period of one year.

Dress Code Policy

Students shall dress in a manner that is appropriate for a learning environment and a school setting. Health, safety, decency, and the prevention of distractions are the primary reasons for the development of the dress code for the Dale County Schools.

Failure to comply with the guidelines will result in penalties ranging from warning to suspension. In addition, the student will be required to come into compliance before allowed to attend class or classes. No code or policy can be all-inclusive. There may be a situation that arises, not covered in this code; in these situations, the principal or his/her designee will deal with these on an individual basis. School personnel on a case-by-case basis will address any hairstyle, hair color, article of clothing, or other student item that is a distraction to the educational process. The Student Dress Code include the following restrictions and/or requirements:

Pants: (Boys and Girls)

1. All pants (including shorts and skirts) will be worn appropriately.
2. If pants have belt loops, belts will be worn. There will be NO sagging.
3. No sweat pants or PE shorts are allowed unless participating in Physical Education or athletics; wind suits are permissible.
4. Pajama style pants are not allowed.
5. Pants with tears or holes above the knee that show skin are not allowed.
6. Pants with writing on the seat are not permissible.
7. Leggings/Yoga Pants can be worn if the skirt/dress hem or long top touches the top of the knee

Shorts/Skirts/Skorts

1. Shorts worn at mid-thigh (fingertip rule) are permissible in grades K-6, but there is to be no writing on the seat.
2. Knee length skirts, dresses, skorts, and shorts that the bottom hem touch the knee will be allowed in grades 7-12.

Shirts/Tops/Sweaters

For safety reasons, pants, shorts, and skirt pockets must be visible. Shirrtails must be tucked into pants, shorts, or skirts. The following types of shirts or tops are not allowed:

1. Shirts or tops that expose the midriff when arms are fully extended above the student's head.
2. Sleeveless shirts or tops for male students.
3. Shirts, tops, or sweaters worn by female students that expose undergarment or are immodest.
4. Strapless tops, mesh tops, spaghetti strap tops, tank tops, immodestly tight or revealing tops. The top should cover the width of the shoulder

Symbols/Pictures/Wording/Tattoos

Clothing, tattoos, jewelry, hats, medical facial coverings which contains profane, immoral, or distracting words or drawings, references to drugs, alcohol, gangs, tobacco products, or any type of distracting or disruptive comments or symbols, are not allowed. Flags worn as capes or drapes are not allowed.

Jewelry/Accessories

1. Facial or tongue jewelry is not allowed.
2. Excessive/distracting/dangling ear jewelry is not to be worn by males or females.
3. Dog collars, chains, bracelets with studs or spikes, long and /or heavy necklaces are not allowed.
4. Jewelry in the mouth or on the teeth, unless prescribed by a physician or dentist, is not allowed.

Other clothing related guidelines

1. Bandanas or other gang related clothing, etc. are not allowed.
2. No article of clothing may be worn in a gang related manner (i.e. cocked caps, towels, rags, strings, etc.)
3. Caps, hats, sweatbands, scarves, or other similar headwear are not allowed to be worn inside the building unless prescribed by a physician. (Caps may be worn outside with bill forward.)
4. Sunglasses are not allowed to be worn inside the building unless prescribed by a physician.
5. Combs, hair picks, hair socks, or curlers are not allowed to be worn.
6. Hairstyles or hair color that cause distractions to the learning environment are not allowed. Principal (or his/her designee) discretion.
7. Suspender straps must be worn on the shoulder as designed.
8. Belts must be fastened and positioned completely within the belt loops with no belt excess hanging down.
9. Trench coats/Long coats are not allowed.

Footwear

1. Shoes must be worn at all times.
2. Bedroom shoes/house slippers or shower shoes are not allowed.
3. Shoes must be Velcroed or tied at all times.

Discipline for Dress Code Violations

1 st Offense	Warning
2 nd Offense	Corporal Punishment or detention (before, during, or after school) and parent contact
3 rd Offense	ISS
4 th Offense	OSS—1 Day
Additional Offenses	OSS—up to 3 days

- Students will be sent home when corrections cannot be made at school
- Students may be placed in ISS during the day until corrections can be made

Digital Devices

Student Possession and Use of Cellular Phones, Personal Lap Tops, and Other Electronic Communication Devices

It is the intent of the Dale County Board of Education (DCBOE) to permit the use of personal electronic devices during specified times. Students will be allowed to bring their own device to school, at their own risk, for educational purposes. It is voluntary for students to bring their own personal electronic mobile devices to school. Students may utilize personal electronic mobile devices in designated areas for educational purposes when authorized by appropriate school personnel.

1. For the purposes of this policy a personal electronic mobile device shall include, but not be limited to the following: A privately owned laptop, tablet computer device, netbook, notebook, e-Reader, iPod touch (or similar), and/or cell/smart phone.

2. Use of an electronic mobile device during the school day is a privilege. Therefore, all students must:
 - a. Use only the DCBOE specified Wi-Fi network for all network and internet access and refrain from destroying or damaging District data, networks or other resources.
 - b. Use all DCBOE internet filters and posted network security practices.
 - c. Report network security risks or violations of network security to a school administrator.
 - d. Refrain from creating ad hoc, peer-to-peer, or other wireless networks with DCBOE or student owned devices including the use of wireless hotspots or other similar devices.
 - e. Use the DCBOE network for instructional and school related purposes only.
 - f. Follow copyright laws which prohibit the reproduction of content, e-Books, music, games or movies.
 - g. Refrain from accessing, transmitting, copying or creating mobile apps, websites or other materials that contain inappropriate information, content, advertisements or any material that is illegal, not age appropriate or inappropriate for a school environment.
 - h. Comply with School Board Policy, Acceptable Use Policy Governing Internet and Technology Access.
3. Failure to follow the directives outlined in # 2 above will result in appropriate disciplinary consequences as outlined in the Code of Conduct for Students.
4. Students that bring personal mobile electronic devices to school do so at their own risk. The DCBOE accepts no responsibility if a device is lost, stolen, misplaced, damaged or confiscated. The DCBOE accepts no responsibility for viruses, malware or other computer related issues associated with connecting to the DCBOE network. The DCBOE accepts no responsibility for the costs associated with or that may result from the use of data or texting services by a student when using a personal mobile electronic device.
5. Students are responsible for charging and maintaining their personal mobile electronic device(s) and the DCBOE assumes no responsibility for same. This includes the use of anti-malware software, if applicable, on the personal mobile electronic device.
6. The superintendent shall be authorized to make temporary changes to this policy should he/she deem any such change necessary to advance the health, welfare, and/or education of the students of DCBOE.
7. Interpretation of this policy and disciplinary action taken in accordance with this policy shall be in the sole discretion of the school principal or his/her designee. Any disagreement by a parent or student with the implementation of this policy shall be addressed through the DCBOE grievance process.

Electronic Device Usage Policy and Procedure

The Dale County Board of Education has adopted a policy that allows the use of personal electronic devices for Educational Purposes only. Unauthorized use of cellular phones and all other electronic devices is not allowed. Violations are as follows with additional penalties to be imposed based on the severity** of the violations.

Violations	Penalties
1st offense	Device confiscated with office referral; Conference with student; Parental contact; Phone returned to student at end of school day.

2nd offense	Device confiscated with office referral; Conference with student and parent; Phone returned only to the parent
3rd offense	Device confiscated with office referral; Student placed in ISS (1 Full Day); Phone returned only to the parent
4th offense	Device confiscated with office referral; Mandated 1 Day of OSS; Loss of electronic privileges for remainder of semester; Phone returned at Parent Conference
5th offense	Device confiscated with office referral and turned over to Superintendent; Loss of privileges for the remainder of school year; Administrative hearing with Superintendent

* Refusal to turn over a device to school personnel will result in automatic OSS and the number of days will be at administrator’s discretion.

** Severity of violations will be at the sole discretion of the school principal or his/her designee.

Digital Device Student Policy for State Testing

Students shall not possess any digital device within the testing room when participating in ACAP/ACT testing. The possession of a digital device by students participating in ACAP/ACT testing is strictly prohibited during the administration of a test. The ONLY exception to this policy is for students who have been pre-approved by the Building Test Coordinator or the Principal to have a digital device that is necessary for the health and/or well-being of the student. If students are in possession of a digital device that is within their reach during the administration of an ACAP/ACT test, the device will be confiscated and, if the appropriate administrator determines that there is reasonable suspicion that the device was used to capture, record, or share test information or to facilitate cheating on the test, it may be subject to search pursuant to LEA policy for any information directly related to the ACAP/ACT test being administered. Additionally, the student will be dismissed from testing immediately and the test may be invalidated in accordance with ACAP/ACT policy. Violation(s) may result in disciplinary action by the LEA in accordance with the LEA’s disciplinary policy.

Academic Policies

Graduation and Commencement

In order to obtain an Alabama high school diploma, a student must earn the credits mandated by the applicable Alabama Administrative Code requirements and any additional credits required by the Dale County Board of Education and meet any other requirements mandated by state law or the Alabama State Department of Education. A student with a disability (as defined by the IDEA) who has met the applicable Alabama Administrative Code requirements and/or any other requirements provided by state or federal law will receive either a diploma or a graduation certificate as appropriate. A student who has satisfactorily completed one of the above requirements is eligible to participate in graduation ceremonies as a member of the graduating class. Student participation in graduation-related ceremonies will be subject to the principal’s approval and may be prohibited by the principal if the student violates disciplinary standards, or if, in the judgment of the principal, the student’s participation could lead or contribute to disorder or disruption of the ceremony or activity. [Reference: Ala. Admin. Code R. §§290-3-1-.02(8); 290-8-9-.10(9)]

Dual Enrollment

Students will be required to have Dual Enrollment Courses approved by the Guidance Counselor at the High School and follow all procedures for placement test, applications, fees, tuition, and enrollments.

Any academic early college courses or prerequisite academic courses will **NOT** post to the High School Transcript.

Beginning with the 2022-2023 school year Sophomores (graduation Class of 2025) will **NOT** be allowed to take academic Dual Enrollment courses. They are allowed to take Early College courses, but these credits will not post to the HS transcript or serve to replace any High School course.

Beginning with the 2023-2024 school year Academic Dual Enrollment classes will be limited to the following in Dale County Schools:

- **Juniors** – will be allowed to take academic Dual Enrollment as long as it is in a Face-to-Face setting – no online or virtual courses allowed for the Junior Class
- **Seniors** – will be allowed to take academic Dual Enrollment in a face to face or online/virtual platform

Honors Courses and Weighted Credit

Beginning with the **2022-2023 Freshman Class** (graduating Class of 2026) the following courses will be the only courses given weighted credit when calculating GPA for end of year honors and/or class rank:

9 th Grade Honors English	9 th Grade Honors World History
9 th Grade Honors Geometry w/ Data Analysis	9 th Grade Honors Biology
10 th Grade Honors English	10 th Grade Honors US History I
10 th Grade Honors Algebra I w/ Probability	10 th Grade Honors Chemistry
11 th Grade Honors Algebra II with Stats	

Must be in a face-to-face learning environment (2023-2024)

11 th Grade Honors Physics	or	Dual Enrollment Physics 120
11 th Grade Honors English	or	Dual Enrollment English 101
11 th Grade Honors US History II	or	Dual Enrollment History 202

Can be taken face to face or online

12 th Grade Honors Pre Cal	or	Dual Enrollment Math 112/113/115/or 125
12 th Grade Honors Anatomy	or	Dual Enrollment Biology 201
12 th Grade Honors English	or	Dual Enrollment English 102 (101 if not taken)
12 th Grade Honors Government	or	Dual Enrollment Political 211
12 th Grade Honors Economics	or	Dual Enrollment Eco 231 or Eco 232

Career Tech Courses

Career and Technical Dual Enrollment courses **will not be weighted**, and may be taken in any format and/or any grade as approved by the High School principal and college.

Alabama High School Diploma

Starting with the **Freshman Class of 2022-2023** (graduating Class of 2026) only **one diploma** will be offered – the Alabama High School Diploma.

Beginning with the **Freshman Class of 2022-2023** (graduating Class of 2026) students will be allowed to take courses **across pathways**. Honors, Traditional, and Career Tech courses will be offered to all students. Students successfully completing Honors Courses or the matching Dual Enrollment course will be given a weighted point for purposes of class rank and final weighted GPA.

Recognition of Honors

Each local high school may recognize students as an “**Academic Honors Graduate**” and may recognize students as a “**Career Tech Honors Graduate**”. This will be at the discretion of the local school.

Alabama High School Diploma with Alternate Achievement Standards Pathway (Graduation Certificate)

A graduation certificate may be awarded to special education students, with the exception of the gifted and the speech-impaired, who have pursued the objectives established for them by the IEP committee. The decision for a student to pursue this pathway should be made only after examining all other options. Students on this pathway will have the same opportunities to participate in all activities associated with graduation from high school.

Fiscal Management

Student Fees, Fines, and Charges

Reasonable fees, fines, and charges not prohibited by law may be established by the Superintendent. All such fees, fines, and charges will be collected and accounted for in accordance with the procedures, rules, and regulations to be developed by the Chief School Financial Officer or as provided in the Board finance manual.

Worthless Checks

The Dale County Board of Education will take action to collect the amount of a worthless check in accordance with such corresponding rules, regulations, and procedures as may be set forth in the Dale County Board’s Finance Manual.

G.W. Long High School Local Policies and Procedures

All G.W. Long High School local policies and procedures are specific to G.W. Long High School and are in accordance with Dale County School Board Policy.

General Administration

Enrollment Procedures

The Dale County School System's Enrollment Application Form is to be completed for each student enrolling. Submission of residency documents and other applicable documentation may be required for entry. Enrollment packets can be found in the school's main office. Any questions regarding enrollment may be directed to the school principal and/or guidance counselor.

Withdrawals

Students withdrawing must abide by state law along with withdrawal procedures set forth by the school district. Students seeking withdrawal will need to contact the school's guidance counselor for further information.

Attendance and Excuses

Doctor's appointments, physical therapy appointments, and driver's permit/license test are excused for only 2 blocks unless noted on the excuse given by the physician or official.

Please note that students excused by the principal or superintendent for attendance at special events, based on parental request, shall be considered an excused absence, but shall not be considered perfect in attendance. Such approval must be based on a written request submitted and approved in advance by the principal/superintendent.

A suspension is documented as an unexcused absence. A student who is suspended will not be permitted to represent LHS or participate in any school activity during the school day or after school hours during the time of the suspension.

See attendance information in the Dale County Schools Board Policy and Procedures Section of this handbook for additional information regarding our attendance policy.

Tardy Policy

Every student is expected to be in class before the tardy bell rings. Students arriving to school after the tardy bell has rung must report to the office to check-in. Students will be referred to the office for violation of the tardy policy when they receive their 4th tardy and on each subsequent tardy. The tardy policy will end with the conclusion of the first semester and "start over" with the beginning of the 2nd semester.

Check Out Policy

All check outs must go through the school's main office. Check outs must be authorized by the student's parent/guardian in person or by phone call. Parents must always call to verify a student checking themselves out. Check outs before 11:20 a.m. will constitute an all-day absence along with period absence

Check In Policy

All check ins must go through the main office. If the time missed is more than half of the allotted time for a block, it will be recorded as a period absence. If the time missed is less than half the time allotted, it will be recorded as a period tardy. These procedures will apply to all blocks that are affected by the time missed. Check in after 11:20 a.m. will constitute an all-day absence along with corresponding period absence.

Same Day Check Outs and Check Ins

Checking out and then back in during the same class period/block will result in an absence for that entire class period. If the time span between check out and in exceeds more than one class period the student will be counted absent for the period that the student misses along with the period that they check back into. Lunch check outs/ins will apply to 3rd Block. All check outs and check ins must go through the main office.

Visitors

We want you to feel welcome on our campus; however, for the safety and security of our students and staff, all visitors must report to the office, sign in, and be given a visitor's pass (which is to be worn while on campus) before visiting students, teachers, or other staff members. Only approved visitors will be given a pass from the office and that for school related issues. Students are not to bring relatives, friends, etc. to school. No loitering or soliciting is allowed on campus.

Conferences

Parents are asked to review their child's progress on work they carry home, their progress reports, and their report cards. If you would like to schedule a conference with a teacher you may email the teacher or call the main office to set the meeting. When you arrive for a conference, please go to the school office to check in and get a pass to go to the meeting area. Conferences may also be requested by teachers to discuss a student's progress. Parents are urged to attend all conferences when scheduled by a teacher.

Medication Policy

Any student who is required to take prescribed or over the counter medication during school will need to follow the regulations listed below.

- a) Pick up a *Medication Authorization Form* at the school office to be completed by BOTH the child's physician and parent.
- b) Prescribed medicines must be in a pharmacy labeled prescription container.
- c) Parents must transport all medication to the school office. Do not send medication with your child.
- d) Pick up all medication at the end of the school year. Any medication left at the school will be disposed of by school officials.

Directory Information

The name, address, and phone number of G.W. Long students may be released to colleges, technical schools, the military, and our picture company when they request them. Any student who does not want to be included on the directory list should notify the school **in writing** and submit that information to school secretary.

School-wide Photography

Throughout the year, photos are taken of students at LHS functions for the school website, social media pages, the local newspaper, and other similar publications. If you DO NOT want your

student's photo to be published please contact the school, *in writing*, stating the child's name, the current school year, and your request that they not be photographed for public use.

Notice of Surveillance

To provide and maintain a safe and secure environment for students, staff, and authorized visitors, surveillance equipment is used on school grounds and buses. Therefore, anyone on the premises of the school and buses is subject to being videotaped while on the property.

Fire/Severe Weather/Lockdown Information

The fire alarm system is the signal for a fire drill or actual fire (intercom may also be used). An intercom warning is the signal for a severe weather drill, severe weather, and may be used for lockdown drills and a lockdown. Upon hearing the warning, the following directions apply:

1. Stop all work immediately
2. Remain quiet for instructions from the classroom teacher.
3. Follow the directions given by the teacher.
4. Move quietly and promptly to the appropriate designated area.

Academics

Academic Terms

The school year is broken down into two semesters that consist of two 9 week grading periods each (four 9 week grading periods total).

Grades 7 and 8:

- Math, English, PE, and Enrichment the entire year (four 9 weeks)
- Science and Social Studies taught half the semester (Science one semester and Social Studies the other semester)

Grades 9-12

- Grades 9-12 operate on a Block Schedule
- Core, Career Tech, and Elective courses rotate at the end of a semester with the exception of 9 week courses which rotate at the end of a 9 week grading period.
- Advisory is a yearlong course that will be taken by every student in grades 9-12

Grading Scale

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

Report Cards

Progress Reports will be given to students at the half way point during each of the 9-week grading periods. Report cards will be given to students following each of the 9-week grading periods. The final report card, following the 4th 9-weeks, will be distributed via mail. It is each student's responsibility to show progress reports and report cards to their parents/guardians.

Core Academic Course Information

Students in the graduating classes of 2023, 2024, and 2025:

- Traditional Diploma Track: English, Math, Science, and History/Social Science
- Honors Diploma Track: Honors English, Honors Math, Honors Science, Honors History/Social Science, and a Foreign Language (weighted points are awarded for completion of honors courses)

Students in the graduating class of 2026 and beyond:

- Traditional Courses: English, Math, Science, and History/Social Science
- Honors Courses: Honors English, Honors Math, Honors Science, and Honors History/Social Science (weighted points are awarded for completion of honors courses)

If a student fails a core honors academic course and then retakes the same honors course and passes, both grades will be used to determine the end of the year honors.

Required courses and credits for graduation are listed in the following 3 sections. Note that courses are sectioned by course type.

Traditional Academic Courses, Listing/Description

Areas of Study	Requirements	Credits
English	English 9, 10, 11, 12 or their equivalent	4
Mathematics	Geometry, Algebra I, Algebra II, and Applications of Finite Math, or their equivalent.	4
Science	Biology, Physical Science, Earth and Space Science, and Anatomy; or equivalent courses chosen from the Alabama Course of Study	4
History/Social Science	World History II, U.S. History I and II, and Government/Economics	4

Honors Academic Courses, Listing/Description

Areas of Study	Requirements	Credits
English	English 9, 10, 11, 12 Honors. Must be the highest-level English course offered at the grade level.	4
Mathematics	Geometry, Algebra I, Algebra II w/Trig, and Pre-Calculus. Must be the highest-level math course offered at the grade level.	4
Science	Biology, Chemistry, Physics, and Anatomy and Physiology or equivalent Honors Science courses chosen from the Alabama Course of Study. Must be the highest-level science course offered at the grade level.	4
History/Social Science	World History II, U.S. History I and II, and Government/Economics. Must be the highest-level social studies course offered at the grade level.	4

Career Tech Education (CTE), PE, and Elective Courses, Listing/Description

Areas of Study	Requirements	Credits
Physical Education	Kinesiology	1
Health Education	Health	½
CTE Course Pathways	Agriculture Science, Business Tech, and Health Science. Additional CTE courses are offered at the Dale County Career Center	3
* <i>Foreign Language</i>	<i>Chosen from the Alabama Course of Study</i>	2
Electives	Chosen from the Alabama Course of Study (includes CTE Courses)	10.50

**Required course for students in the graduating classes of 2023, 2024, and 2025*

Total Credits Required for Graduation

Students are required by the Dale County School System to earn 29 total credits (see above tables for require courses). Please note that students can earn up to 32 credits during their high school career.

Class Rank, Valedictorian, Salutatorian

The grades earned in the core academic courses from 9th grade through the first semester of 12th grade is used for determining class rank, valedictorian, salutatorian. A numerical average will be determined by adding all of the grades for the core academic courses through the 1st semester of the senior year and dividing by the number of core academic courses taken. For each honors core course passed, one point will be added to the numerical average thus creating a weighted numerical average. Grades used to determine class rank shall be computed at face value to the third (3rd) decimal. The weighted numerical average determines the class rank, Valedictorian, and Salutatorian. The student with the highest overall weighted numerical average shall be valedictorian and the student with the second highest overall numerical average shall be salutatorian. In the case of a tie, there will be co-valedictorians, or co-salutatorians. In the case of co-valedictorians, a salutatorian will be named. The transcripts of transfer-in students will be evaluated on the same criteria as Dale County School System students. Both Valedictorian and Salutatorian must have attended the school from which they will graduate from for the entire year.

Academic Honors

Students in the graduating classes of 2023, 2024, and 2025:

- Students who complete all requirements for the Honors Diploma Track and earn a weighted numeric average of 90 or greater will be recognized as an “Academic Honors Graduate”.
- Students who are on the traditional diploma track and earn a weighted numeric average of 95 or greater will be recognized as an “Academic Honors Graduate”.

Students in the graduating class of 2026 and beyond:

- Students that complete all required core academic honors courses while earning a weighted numeric average of 90 or greater will be recognized as an "Academic Honors Graduate".
- Students that complete all required traditional or a blend of traditional and honors core courses while earning a numeric average of 95 or greater will be recognized as an

"Academic Honors Graduate" (includes any weighted points that may have been earned by taking an Honors Course).

Students earning Academic Honors will be recognized at Graduation via an Honor Cord.

Homework

Each student is expected to complete all homework assignments during the year. These assignments will vary throughout the year and from teacher to teacher. Parents are asked to encourage pride in having completed well-done assignments. If at any time a question arises concerning homework, parents are encouraged to contact the teacher.

Make-up Work

All work missed during an excused absence(s) can be completed and turned in for credit within a timely manner upon returning to school. Work missed during an unexcused absence(s) may not be accepted and/or made up. The student is responsible for arranging opportunities to obtain and complete necessary make-up work.

Final Exams

All students in grades 7-12 will be required to take a comprehensive final exam in all classes except, Advisory, Enrichment, and any 9 week course. This final exam will be given at the end of each semester and will be weighted as 15% of the overall course average. Students must stay for the entire testing block and are not allowed to check out during the test session. Should a student be absent the day of the exam, a make-up exam may be given only at the discretion of the principal.

Promotion and Retention

Grades 7 and 8

- Students must pass a minimum of 4 academic units of which 3 must be English Language Arts, Math, Science, and Social Science in order to be promoted to the next grade.
- The principal may consider special circumstances when final promotion decisions are made.

Grades 9-12 students are classified as follows:

- 10th grade: completing 6 Carnegie units (credits) from appropriate diploma course schedule.
- 11th grade: completing 13 Carnegie units (credits) from appropriate diploma course schedule.
- 12th grade: completing 21 Carnegie units (credits) from appropriate diploma course schedule.

For a student to be promoted from any grade level to the next grade level, the student must also satisfy attendance requirements, as established by the Dale County Board of Education.

Student Information and Procedures

Power Schools--HOME PORTAL

Dale County School System will use Power Schools as our informational software. Parents and students will have access to their information as it pertains to grades, attendance, and other

information. Each student has a username and password to log into the portal. This information will **only be given to the parent/guardian** for their access to daily or weekly monitoring of their student's information. You may contact the main office for any questions regarding Power Schools.

Morning Arrival

All Students are not to be on campus before 7:30 a.m. Buses and carline will unload beginning at 7:30. Students will report to their Homeroom Class during the first 5 days of school. Beginning the 6th day all students will report to 1st Block.

Textbooks

Textbooks are provided to students in various classes either for take home purposes and/or used in class. Students are responsible for any and all damages that occur when they are assigned and/or using these textbooks. Penalty for lost or damaged textbooks may include but are not limited to:

- Full payment for the book, if new when issued
- 75% of the cost of the book if 1 year old when issued
- 50% of the cost of the book if 2 years or older when issued

Lockers

Students will receive locker assignments from their homeroom teacher. A service charge of \$8.00 per year is required and should be paid at the time the locker is issued. Please be aware of the following:

1. Lockers are to be used by one person and that person is responsible for damages to the lock or the locker and for all books stored in them.
2. Lockers are to be kept locked at all times. The school is not responsible for stolen articles. Report problems with lockers to the assistant principal.
3. The administrators reserve the right to enter the lockers at any time.
4. Students must leave book bags in their lockers.

Bookbags

Bookbags are allowed at school; however, you may not take them to any classrooms. Bookbags should be kept in your locker during the day. Time will be allotted between classes to go to lockers.

Break

A break time will be provided each day for students. During break, students are to remain in the designated break area.

Personal Property

Students should not bring valuables to school. To avoid theft, do not leave valuables unattended in classrooms, hall lockers or in the PE locker rooms. The school will not be responsible for losses.

Lost and Found

The "lost and found" is located in the school's main office. All items found on the school grounds or on a school bus should be turned into the office. Items not claimed within a reasonable timeframe are subject to donation.

On and Off Campus Events

All rules pertaining to student behavior/dress shall apply while a student is attending a school-related or school sponsored event/activity on or off campus. Failure to observe school rules and adjust behavior accordingly may result in being removed from the event/activity along with further disciplinary action if deemed necessary by school administration.

Assemblies/Pep Rallies

Students are expected to be on their best behavior during assemblies. Failure to observe school rules and adjust behavior if so directed may result being removed from the assembly and further disciplinary action if deemed necessary by school administration. Parents are allowed to attend pep rallies and other assemblies if so agreed upon by school administration.

Field Trips

Field trips must have the advanced approval of the principal and superintendent. Field trip forms must be fully completed and turned in to the teacher by the specified deadline. All students must ride the bus to and from each field trip. All school policies and rules apply while attending a school related or school sponsored activity on or off campus.

Transportation

School Bus Policy

Students will be permitted to load or unload from the bus at their assigned neighborhood bus stop and their assigned schools. Bus drivers will not stop for students to load/unload at any other locations. Any changes to this procedure will require a written parental request and approved by the school office, BEFORE the student will be allowed to ride an unassigned bus.

All students should be waiting at the assigned stop prior to the bus arrival. The bus will not wait for students that are not at the assigned stop due to the time and safety factors involved.

School rules apply to all students while on the bus. Violation of school rules and/or bus driver rules will be handled in accordance with the Dale County BOE Code of Conduct.

According to Alabama House Bill 105, it is unlawful to enter a public-school bus while the door is open to load or unload students without a lawful purpose, while at a railroad grade crossing, or after being forbidden from doing so by the authorized school bus driver in charge of the bus, or upon the demand of a principal of a school to which the bus is assigned or other duly authorized system official.

Student Parking

Students driving cars to school must purchase the current school year's decal and park in the approved student parking spaces. Parking decals will be sold for \$10.00 each (\$5.00 if purchased during 2nd Semester). To purchase a parking decal; students must show a valid driver's license and proof of insurance. *The parking decal is to be displayed on the driver's side of the front windshield.* Cars are not to be moved during the day without administrative approval. All cars should be locked after arriving in the morning. Students are not permitted to return to the parking area until the end of the day, unless they obtain administrative approval.

The School is **NOT** responsible for damage to vehicles while on or off campus. Parking is a privilege and the administration reserves the right to revoke driving/parking privileges of any student who violates the parking regulations.

Private Vehicles

The School is **NOT** responsible for damage to vehicles, stolen vehicles, or stolen items from vehicles while on our campus or while at school sponsored events on or off campus.

Child Nutrition

Breakfast/Lunch

Breakfast will be served through a grab-n-go cart located in the main foyer of the school and is to be eaten in the classroom. Lunch will be served/offered in the lunchroom.

Purchasing School Lunch/Breakfast

Students are issued a 4-digit Personal Identification Number (PIN) that will go with them through all school years at Dale County Schools. Account information is available to parents at any time. Contact the Lunchroom Manager for balance information. Any balance remaining at the end of the year will transfer with the students to the next grade level or school within Dale County School System. Negative balance letters will be sent home periodical each 9 week grading period. It is the parents/guardian's responsibility to pay any and all outstanding lunch/breakfast fees. Meal prices are listed below.

	Breakfast	Lunch
Student (Paid)	\$2.00	\$2.50
Student (Reduced)	\$0.30	\$0.40
*Staff	\$2.50	\$3.50
Visitor	\$3.00	\$4.00

**USDA requires staff meals to be set a certain amount above student prices*

School Organizations

Junior and Senior BETA

Junior and Senior Beta are both Academic Clubs that are determined based on a student's grades. Junior Beta is designated to students in grades 7 and 8, while Senior Beta is designated to students in grades 9-12. Both of these clubs are governed by approved by-laws. Admission requirements and responsibilities/requirements to maintain membership for Jr. BETA and Sr. BETA can be obtained by contacting the school.

School Sponsored Organizations, Teams, and Clubs

LHS offers multiple school sponsored organizations, teams, and clubs. Various programs have certain requirements set forth by the organization, school, and/or sponsor. See the main office for a list of organizations, teams, and clubs offered for this school year.

Student Government Association (SGA)

Students in grades 7 and 8 who seek election from their peers have the opportunity to serve in the SGA as Class Representatives. Students in grades 9-12 who seek election have the opportunity

to serve in the SGA as Class Representatives or SGA Officers. Specific SGA Offices have class designations. For more information regarding SGA contact the school's SGA Sponsor.

Athletics

LHS offers organized athletics for students that are eligible to participate. Each student must meet the eligibility requirements of the Alabama High School Athletic Association (AHSAA) and the Dale County Board of Education. Athletics at LHS include volleyball, football, cheerleading, basketball, baseball, softball, and soccer.

G.W. Long High School Handbook Acknowledgement Form

Please read the following, complete the form, and return to the student's Homeroom Teacher.

My child and I have read, reviewed, and understand the information contained in the G.W. Long High School Student Handbook. If I have any questions, I understand that I may contact my child's teacher(s) and/or the school's administration.

I acknowledge that I have read, understand, and agree to all terms as it pertains to the Dale County Schools Code of Conduct, District owned textbooks, and the Acceptable Use of Technology/Electronic Services and Use. I further understand that this agreement will be kept on file at the school for the academic year in which it was signed.

Op-outs regarding student photographs and Corporal Punishment must be submitted in writing and will be in effect for one academic year only. Opt-outs should be submitted on a separate document and/or emailed to the school's principal. Opt-outs regarding the aforementioned topics must be resubmitted each year.

Student Name (print): _____ **Grade:** _____

Student Signature: _____ **Date:** _____

Parent Name (print): _____

Parent Signature: _____ **Date:** _____

DALE COUNTY SCHOOLS

STUDENT BULLYING/HARASSMENT COMPLAINT FORM

**NOTE: IF YOU ARE REPORTING A SUICIDE THREAT, PLEASE FILL OUT THE INFORMATION REQUESTED ON THE SECOND PAGE OF THIS FORM.

Name of Student Registering Complaint _____

Last

First

MI

Student ID# _____

School: _____

Infraction Reported By: _____ Student _____ Parent/Guardian

Date of Incident _____ Time: _____

Description/Other Information/Please used attachments if necessary:

The Jamari Terrell Williams Student Bullying Prevention Act, No. 2018-472, defines bullying as a continuous pattern of intentional behavior that takes place on school property, on a school bus, or at a school-sponsored function including, but not limited to, cyberbullying or written, electronic, verbal, or physical acts that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic, if the characteristic falls into one of the categories of personal characteristics contained in the policy adopted by the Dale County Board of Education.

To constitute bullying, a pattern of behavior may do any of the following:

- a. Place a student in reasonable fear of harm to his or her person or damage to his or her property.
- b. Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.
- c. Have the effect of substantially disrupting or interfering with the orderly operation of the school.
- d. Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function.
- e. Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment or a student.

Student _____ Date: _____

Or

Parent/Guardian _____ Date: _____

**Please note that the submission of a complaint does not automatically substantiate that misconduct has occurred. The school administration has the prerogative to investigate any allegations of wrongdoing.

SUICIDE THREAT: IF YOU OR SOMEONE ELSE HAVE THREATENED SUICIDE, PLEASE PROVIDE AS MUCH INFORMATION AS POSSIBLE AND IMMEDIATELY NOTIFY YOUR SCHOOL PRINCIPAL

Who Threatened Suicide? _____ When? _____ Where was threat made? _____ Where is

this person now? _____ Does this person have a weapon on campus? _____

Other details of threat? _____

I, _____, hereby swear and affirm under oath and subject to penalty of perjury that the above
(Print Name)

statements are true, correct and complete as of this the ____ day of _____, 2____.

(Signature of Student or Legal Guardian)

Received by _____ on this ____ day of _____, 2____.
(Administrator or Counselor)