

# Southern Choctaw High School

“Home of the Indians”



## Registration Packet

Vol Newsome, Principal

# Choctaw County School System New Student Enrollment Checklist

SCHOOL: \_\_\_\_\_ DATE: \_\_\_\_\_ GRADE \_\_\_\_\_

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_

### PROVIDE THE FOLLOWING REQUIRED DOCUMENTS FOR ENROLLMENT:

- \_\_\_\_\_ Withdrawal Forms From Previous School
- \_\_\_\_\_ Proof of Custody When Warranted (*See definition below*)
- \_\_\_\_\_ Student's Valid Social Security Card (optional)
- \_\_\_\_\_ Student's Certified Birth Certificate or other certificate for age verification
- \_\_\_\_\_ Original Blue Immunization Form (Must be up-to-date) *Verified by school nurse* \_\_\_\_\_
- \_\_\_\_\_ Copy of Parent /Guardian Driver's License
- \_\_\_\_\_ Proof of Residency – Must provide two (2) of the following:
  - Copy of lease or mortgage agreement
  - \*Copy of current utility bill in a parent's/guardian's name (power, gas, water, telephone, etc.)
  - Property Tax Notice, Voters Registration Card

*\*If the current utility bills are not in the parent or guardian's name, an "Affidavit of Residence" must be completed and notarized to verify that the student resides in the enrolling zone.*

### LEGAL CUSTODY DEFINITION

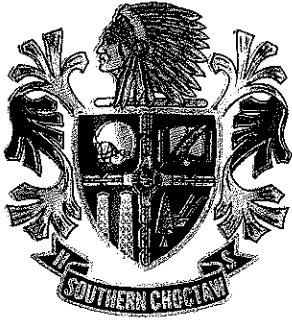
Only the parent of record, legal guardian or parent with court approved custody shall be recognized and considered to be the legally authorized person in any school related matters pertaining to an individual student. The school system will afford a natural parent(s) of record the right that the Family Education Right and Privacy Act of 1974 affords him/her unless the court or a responsible party has provided the school system with a legal binding document that specifically revokes or extinguishes the parent(s)' of record right to have knowledge of and participate in the child's schooling.

We do not accept custody papers that have ONLY been notarized.

When the parent of record enrolls a student in school, the principal should be notified of any completed or pending legal action affecting the family and of any previous placement or expulsion at any school. The principal should be given a copy of the most recent court order creating or limiting the rights of the non-custodial parent(s) of record. Should neither parent(s) of record file a court order with the school, the school presumes that the person who enrolls the child in school is the custodial parent and that there are no restrictions on the other parent's rights.

### FORMS TO BE SIGNED AND RETURNED:

- \_\_\_\_\_ Choctaw County Registration Form
- \_\_\_\_\_ *Home Residency Form*
- \_\_\_\_\_ *Employment Survey*
- \_\_\_\_\_ *Home Language Survey*
- \_\_\_\_\_ *CCBOE Code of Conduct – Notice of Receipt pages from Student Code of Conduct - all areas signed*
- \_\_\_\_\_ Health Form
- \_\_\_\_\_ Home-School Title I Compact Form



# Southern Choctaw High School

10941 Highway 17  
Gilbertown, Alabama 36908  
Phone: (251) 843-5645

## Choctaw County School System

### Request for School Records

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

From: Vol E. Newsome  
Southern Choctaw High School  
10941 Highway 17  
Gilbertown, AL 36908  
Telephone: (251) 843-5645  
Fax: (251) 843-5649

The following individual(s) has (have) been enrolled in our school. Please send us all available school records for this (these) individual(s).

<u>Name</u>	<u>Date of Birth</u>	<u>Grade</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please send:

- |  |  |
|--|--|
| <input type="checkbox"/> Birth Certificate                   | <input type="checkbox"/> Discipline Records  |
| <input type="checkbox"/> Social Security Number Verification | <input type="checkbox"/> Transcript          |
| <input type="checkbox"/> Immunization Records                | <input type="checkbox"/> 504 Plan, IEP, etc. |

### Parental/Guardian/Custodian Consent

I hereby authorize \_\_\_\_\_ to release any and all records of the  
Name of School sending records  
individual(s) listed above to **Southern Choctaw High School**.

\_\_\_\_\_  
Signature of Parent, Guardian, or Custodian

\_\_\_\_\_  
Date

Office Use Only:

Date of Request: \_\_\_\_\_

Date Received: \_\_\_\_\_



# Southern Choctaw High School

10941 Highway 17  
Gilbertown, Alabama 36908  
Phone: (251) 843-5645

## Verification of Residence

Two of the following documents must be provided for verification of residence:

- Filed homestead exemption application form
- Home mortgage documents or property deed
- Rental/lease agreement for a house or apartment (if you present a handwritten note, it must be written by the renter with the name of the lessee, amount of rent paid, address of the property rented, must be signed by a notary public)
- Utility bill (only one may be submitted)
- Automobile registration
- Food Stamp Certification
- Medicare or Medicaid information
- Insurance policy on a house or apartment
- Certified copy of filed petition for guardianship if pending and final decree when granted

Upon review and acceptance of verification of residence, this document must be signed by principal, or designee, to complete the enrollment process.

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Principal

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Date

# ALABAMA APPLICATION FOR STUDENT ENROLLMENT

PLEASE PRINT

Must be completed by Parent/Legal Guardian

DATE \_\_\_\_\_ SCHOOL \_\_\_\_\_ GRADE \_\_\_\_\_

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SEX-Circle One: MALE FEMALE HOME PHONE \_\_\_\_\_

PHYSICAL ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_ STUDENT \_\_\_\_\_

LIVES WITH – Circle One: PARENTS MOTHER FATHER GUARDIAN: RELATION \_\_\_\_\_

\*SOCIAL SECURITY NUMBER (voluntary)

PARENT(S) / GUARDIAN (verification shall be in accordance with local school board policy)

MOTHER/GUARDIAN _____	Address _____
Email Address _____	Cell Phone _____
EMPLOYER _____	Work Phone _____

FATHER/GUARDIAN _____	Address _____
Email Address _____	Cell Phone _____
EMPLOYER _____	Work Phone _____

SPECIAL INFORMATION ABOUT CUSTODY \_\_\_\_\_

EMERGENCY CONTACT: (PLEASE LIST NUMBERS OTHER THAN YOUR OWN)

EMERGENCY #1

EMERGENCY #2

CONTACT \_\_\_\_\_

CONTACT \_\_\_\_\_

Relation \_\_\_\_\_ Phone \_\_\_\_\_

Relation \_\_\_\_\_ Phone \_\_\_\_\_

THESE PEOPLE HAVE PERMISSION TO CHECK MY CHILD OUT OF SCHOOL (In accordance to school system check-out procedures)		
1.	_____	Relation _____ Phone _____
2.	_____	Relation _____ Phone _____

NAME AND ADDRESS OF LAST SCHOOL ATTENDED: \_\_\_\_\_ PARENT SIGNATURE: \_\_\_\_\_

\*Disclosure of your child's social security number (SSN) is voluntary. If you elect not to provide a SSN, a temporary identification number will be generated and utilized instead. Your child's SSN is being requested for use in conjunction with enrollment in school as provided in Ala. Admin. Code §290-3-1.02(2)(b)(2). It will be used as a means of identification in the statewide student management system. January 2015

### Ethnicity and Race

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please answer BOTH Question 1 AND Question 2**

**Question 1: Is this student Hispanic/Latino? CHOOSE ONLY ONE ETHNICITY:**

- NO**, not Hispanic/Latino
- YES**, Hispanic/Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)

*\*The above question is about ethnicity, not race. No matter what you selected above, **please continue to answer the following Question 2** by marking one or more boxes to indicate what you consider your student's race to be.*

**Question 2. What is the student's race? CHOOSE ONE OR MORE:**

- AMERICAN INDIAN OR ALASKA NATIVE.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- ASIAN.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- BLACK OR AFRICAN AMERICAN.** A person having origins in any of the black racial groups of Africa.
- NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- WHITE.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**Office use only:**

Ethnicity – Choose only one:

NOT Hispanic/Latino

Hispanic/Latino

Race – Choose one or more:

American Indian or Alaska Native Asian

Black or African American

Native Hawaiian or Other Pacific Islander White

Date:

Staff Signature:

**CHOCTAW COUNTY SCHOOL SYSTEM  
RESIDENCY QUESTIONNAIRE**

School \_\_\_\_\_ Date \_\_\_\_\_

Name of Student \_\_\_\_\_  Male  Female Current Grade \_\_\_\_\_

Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_ Student Identification Number \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

Name of Parent(s)/Legal Guardian(s) \_\_\_\_\_  
Mother/Guardian Telephone Number  
 \_\_\_\_\_ / \_\_\_\_\_  
Father/Guardian Telephone Number

**Current Address** \_\_\_\_\_  
E-911 Address (Street Address)  
 \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
City State Zip Code

1. Where is the student currently living?

Section A		Section B	
<input type="checkbox"/> In a shelter		<input type="checkbox"/> The choices in Section A do not apply	
<input type="checkbox"/> With more than one family in a house or apartment		<p><i>If you checked this section, STOP here. You do not need to complete the remainder of this form. Submit the form to school personnel.</i></p>	
<input type="checkbox"/> In a motel, car, or campsite			
<input type="checkbox"/> With friends or family members (other than parent /guardian)			
<p><i>If you checked a box in Section A, CONTINUE to item number 2 and complete the remainder of this form.</i></p>			

2. The student lives with:

- |   |  |
|---|--|
| <input type="checkbox"/> 1 parent                   | <input type="checkbox"/> a relative, friend(s) or other adult(s)               |
| <input type="checkbox"/> 2 parents                  | <input type="checkbox"/> alone with no adult(s)                                |
| <input type="checkbox"/> 1 parent and another adult | <input type="checkbox"/> an adult that is not the parent or the legal guardian |

**Previous Address** \_\_\_\_\_  
E-911 Address (Street Address)  
 \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
City State Zip Code

**Signature of Parent(s)/Legal Guardian(s)** \_\_\_\_\_  
 \_\_\_\_\_

<b>School System Use Only-Do Not Write in this Space.</b>			
<i>Section A: fax this form to the Central Office Contact Person on the day of enrollment.</i>			
_____ Counselor's Signature	_____ Date	_____ Principal's Signature	_____ Date
<b>Status Determination</b>			
<input type="checkbox"/> Qualifies for services under McKinney-Vento	<input type="checkbox"/> Does not qualify for services under McKinney-Vento		
_____ Homeless Liaison's Signature	_____ Date		
<input type="checkbox"/> Child Nutrition Program Notified	_____ CNP Director's Signature	_____ Date	

*Return this form.*



# CHOCTAW COUNTY BOARD OF EDUCATION

107 Tom Orr Drive • Butler, Alabama 36904

Dorothy Banks

Superintendent of Education

(205) 459-3031 • Fax (205) 459-3037

**Choctaw County  
Board of Education**

**James Studdard**  
District 1

**Isaac Johnson**  
District 2

**David Lewis**  
District 3

**Vivian Heartfield**  
District 4

**Randy Gibson**  
Member At large

Dear Parents/Guardians:

In order to establish and maintain an educational climate conducive to learning, the Choctaw County Board of Education permits reasonable corporal punishment of students when deemed necessary in this School District. If such punishment is required, it shall be administered only as a last resort, with extreme care, tact, and caution by the principal or his/her designated person in the presence of the principal.

**Please return this letter to the school office with the school your child attends checked and Yes or No checked.**

My child attends (check school):

- Choctaw County Elementary School
- Choctaw County High School
- Southern Choctaw Elementary School
- Southern Choctaw High School

\_\_\_\_\_ Yes, you may administer corporal punishment (paddle) to my child.

\_\_\_\_\_ No, **DO NOT** administer corporal punishment (paddle) to my child.

I understand that he/she will be suspended instead. Length of suspension is set by the principal in accordance with Board Policy.

Student's Name	Grade
Signature of Parent of Guardian	Date

*"Equipping and Inspiring All Learners to Reach Their Highest Potential."*

*Return this form.*



APPENDIX A

CHOCTAW COUNTY SCHOOL SYSTEM

HOME LANGUAGE SURVEY

Student Name: \_\_\_\_\_ Student Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent / Guardian Name(s): \_\_\_\_\_

What is the first language the student learned to speak? \_\_\_\_\_

What language does the student speak most often? \_\_\_\_\_

What language is most often spoken in the student's home? \_\_\_\_\_

In what language does the student's parent(s) read? \_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Parent/Guardian Signature(s)

\_\_\_\_\_  
Date

*Return this form.*

**ALABAMA STATE DEPARTMENT OF EDUCATION  
EMPLOYMENT SURVEY**

SCHOOL SYSTEM: \_\_\_\_\_ SCHOOL YEAR: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

Dear Parents or Guardians;

Please complete the following survey. The results of this survey will be used to determine if you are possibly eligible for the Migrant Education Program.

Student Name: \_\_\_\_\_

Name of Parent or Guardian: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

1. Have you moved during the last 3 years to work or to seek work even if it was for a short period of time?                      YES \_\_\_\_\_                      NO \_\_\_\_\_
2. Are you or your spouse working or have you worked in an activity directly related to some of the following? Please check (√) applicable:

- The production or process of harvests, milk products, poultry farms, poultry plants, cattle farms
- Fruit farms
- The cultivations or cutting of trees
- Work in nurseries of sod farms
- Fish or shrimp farms
- Worm farms
- Catching or processing sea food (shrimp, oysters, crabs, fish, etc/.....)

3. From what city, state or country did you come from? \_\_\_\_\_

4. What type of work did you or your spouse do before coming here? \_\_\_\_\_

*Return this form.*

Acceptable Use and Internet Safety Policy  
PARENTS/GUARDIANS AGREEMENT



Student's Name \_\_\_\_\_

I have read, understand, and agree that my child/ward shall comply with the terms of the school district's Acceptable Use and Internet Safety Policy for the student's access to the school district's computer network and the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child's responsibility for abiding by the policy. I am therefore signing this policy and agree to indemnify and hold harmless the school, the school district, and the data acquisition site that provides the opportunity to the school district for computer network and Internet access against all claims, damages, losses and costs, of whatever kind, that may result from my child's use of his/her access to such networks or his/her violation of the foregoing policy. Further, I accept full responsibility for supervision of my child's use of his/her access account if and when such access is not in the school setting. I hereby give permission for my child to use the building approved account to access the school district's computer network and the Internet.



Parent or Guardian Name(s) (PRINT CLEARLY) \_\_\_\_\_ Home Phone \_\_\_\_\_

Parent of Guardian Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

STUDENT'S AGREEMENT

Every student, regardless of age, must read and sign below:

I have read, understand, and agree to abide by the terms of the foregoing Acceptable Use and Internet Safety Policy. Should I commit any violation or in any way misuse my access to the school district's computer network and the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me.

Student Name (PRINT CLEARLY) \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_\_

User (Place an "X" in the correct blank): I am 18 or older \_\_\_ I am under 18 \_\_\_ If I am signing this policy when I am under 18, I understand that when I turn 18, this policy will continue to be in full force and effect and I agree to abide by this policy.

! \* Return top sheet to SCHA.S with all blanks completed.

Adopted: Revised:

Legal References: Children's Internet Protection Act of 2000 (H.R. 4577, P.L. 106-554)  
Communications Act of 1934, as amended (47 U.S.C. 254(h),(i)) Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

COPYRIGHT PERMISSION REQUEST LETTER

Southern Choctaw High School

Dear Parent or Guardian:

An example of your child's school work product for class and/or his/her picture has been selected for inclusion on our system/school's World Wide Web page and will, on your approval, be published on the Internet.\* Although this information may be published on the Internet, your child will still own the copyright to the item(s) that he/she produced.

Information published on our web page (s) about students might reasonably be expected to be published by the local media (recognition, awards, competition results, etc.) and may contain first and last names. All other student listings (club memberships, sample work, etc.) shall consist of first names and initials only.

Please complete the form below to authorize us to release the above mentioned work examples and/or photograph to be included on our school web page(s) and local media.

I hereby give permission for the work/photo of my child, \_\_\_\_\_ to be published on the school web page and in \_\_\_\_\_

(Student Name)

the local media,

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Student work published on our system/school's World Wide Web site can be accessed by a global audience.

Local Education Agency  
School-Parent-Student Commitment  
Title I – IASA

*Southern Choctaw High School*

*Southern Choctaw High School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the No Child Left Behind Act of 2001 (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.*

**This compact is in effect for school year 2018 – 2019.**

School Responsibilities

*Southern Choctaw High School will:*

1. **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:**

*Southern Choctaw High School adheres to the state provided courses of study per subject. Teachers seek high-quality instructional strategies by attending workshops and training. Each faculty member will provide a safe, clean supportive atmosphere for their students.*

2. **Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.**

*Parental input will be sought when conducting yearly review of the document. Each child will be given a copy to take home and have signed by parents.*

3. **Provide parents with frequent reports on their child's progress. Specifically, the school will provide reports as follows:**

*Progress reports will be distributed at the midpoint of each nine weeks. Report cards will be mailed home at the end of each nine weeks.*

4. **Provide parents with reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**

*Parents may set up appointments with faculty members during their planning periods, before school and after school.*

*Return this form.*

5. **Provide parent opportunities to volunteer and participate in their child's school, and to observe classroom activities, as follows:**

*Parents may volunteer to serve at Southern Choctaw High School or to observe classroom activities by contacting the principal who will make such arrangements.*

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 television, telephone, and computer use by my child/children.*
- *Volunteering at my child/children's school.*
- *Participating, as appropriate, in decisions relating to my child's education.*
- *Promoting positive use of 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 the Title I advisory committees and parental involvement committees.*

Student Responsibilities

**We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:**

- *Do homework every day and ask for help when needed.*
- *Read at least 30 minutes every day outside of school time.*
- *Give parents or the adult who is responsible for my welfare all notices and information received by me from my school.*
- *Attend after-school tutoring when it is offered.*

Vol Newsome, Principal  
School

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Student

Southern Choctaw High School  
10941 Highway 17  
Gilbertown, AL 36908  
251-843-5645  
<http://schs.choctaw.schooldesk.net>

August 9, 2018

Dear Parent:

According to the *No Child Left Behind Act* of 2001 (**Title I Section III(h)(6) Parents Right-To-Know**), parents of children enrolled in any school receiving Title I funds have the right to know the professional qualifications of the student's classroom teacher(s), including, at a minimum the following:

- Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject matter areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualifications or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification degree.
- Whether or not the child is provided services by a paraprofessional and, if so, his/her qualifications.
- Whether the child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

In addition to the above stated information, you have the right to receive information on the level of achievement of your child/children on each of the State academic assessments.

This letter serves as notice of your right to request information regarding the professional qualifications of your child/children's classroom teacher(s) and your child/children's achievement on State academic assessments. If you would like to request any of this information, contact Vol Newsome, Principal of Southern Choctaw High School and he will be able to assist you with your request.

*Keep this for your records.*

**Parental Involvement Policy**  
**For**  
**SOUTHERN CHOCTAW HIGH SCHOOL**  
**2018 - 2019**

**MISSION**

*The mission of Southern Choctaw High School is to provide a quality education for all students who will become productive citizens in our ever-changing society.*

**GENERAL REQUIREMENTS**

- A. Southern Choctaw High School will develop jointly with and distribute to parents of participating children a written policy describing the implementation of the requirements. This policy shall be updated periodically to meet the changing needs of parents and school.
- B. If parents are not satisfied with the school's plan, then the LEA must submit parent comments on each plan.

**WRITTEN POLICY**

- A. Shall hold an annual meeting for all parents of participating children to inform them of the program and activities provided through Title I, federal guidelines, and the role of all parents in the education of their children.
  - 1. SCHS will hold an annual meeting to inform parents of the program and activities through Title I, federal guidelines, and the role of all parents in the education of their children.
- B. Shall offer flexible number of meetings and may provide transportation, child care, home visits, etc.
  - 1. Meetings will be made at various times to accommodate parents' schedules.
- C. Shall involve parents in an organized, ongoing and timely way in the planning, review and improvement of the parental involvement program and the joint development of the schoolwide program plan. If a school already has such a process, use that with adequate representation of Title I parents.
  - 1. All SCHS parents of participating students shall be organized and meet on a regular basis to work with the planning, review, and improvement of the parental involvement program and to give input in the development of the total school program plan.
- D. Shall provide parents with timely information about programs, as well as allowing time for school staff to respond to parents' recommendations.
  - 1. Information to participating SCHS parents shall be distributed in the following ways:
    - Printed notices, Newsletters, Telephone calls
    - 2. Parent recommendations shall be processed in a timely manner.
- E. Shall provide school performance profiles that show school progress toward meeting the state's challenging performance standards and provide individual student results and interpretation of results to parents.
  - 1. We shall provide individual student results and interpretation of results to parents through the following:
    - PTA meetings, Sending home results by students, Individual parent-teacher conferences
- F. Shall explain curriculum, the forms of assessment, and proficiency levels that students are expected to meet.
  - 1. Teachers will explain to parents how the curriculum is set up, the forms of evaluation that will be used and the level each student is expected to work on. This may be covered with class syllabi.
- G. Shall provide opportunities for regular meetings to formulate suggestions, share experiences with other parents and participate as appropriate in decisions relating to the education of their children, if parents so desire.
  - Regular PTA meetings, Newsletters, Midterm progress reports

**Shared Responsibilities for High School Student Performance**

- A. SCHS has developed a school-parent compact that outlines how parents, the school staff, and the students will share the responsibility for improved student achievement.
- B. School -Parent Compacts
  - Each compact describes how parents will be responsible for supporting their children's learning such as monitoring attendance, homework completion and television, telephone and computer use.

*Keep this for your records.*



# CHOCTAW COUNTY BOARD OF EDUCATION

107 Tom Orr Drive • Butler, Alabama 36904

Dorothy Banks

Superintendent of Education

(205) 459-3031 • Fax (205) 459-3037

Choctaw County  
Board of Education

James Studdard  
District 1

Isaac Johnson  
District 2

David Lewis  
District 3

Vivian Heartfield  
District 4

Randy Gibson  
Member at Large

Dear Parents/Guardians:

We are pleased to inform you that parents/guardians are able to access their child's school information through our student management system, InformationNOW Parent Home Portal. The following information will be available: attendance, grades, schedules, discipline, progress reports, and report cards.

To ensure that your student's information remains secure, please complete the following process immediately.

## Step 1 – Login to the InformationNOW Home Portal

- Access the Choctaw County Schools website: [www.choctawal.org](http://www.choctawal.org)
- Scroll down under the big photo on the site. Immediately under the photo Look for RESOURCES on the Left hand side.
- Scroll down under RESOURCES and click \*\*\*INFORMATION NOW (HOME)\*\*\*

*A second screen will appear*

- Enter your username and temporary password provided by the school/district.

Username: \_\_\_\_\_ Password: \_\_\_\_\_

Once you log in you will be required to change the temporary password.

**Passwords must be:**

- At least 8 characters in length
- Must contain at least one number and one letter

Be sure to record your new password. We will not keep a record of password information on file.

## Step 2 – Click on the option you would like to view from the menu bar on the left side of the screen.

If you have more than one child in our schools and received different logins for viewing their information, you can submit a request through one child's school to have your logins combined. If you have any questions, please contact your child's school.

Sincerely,

Regina Davis  
District Technology Coordinator

*Keep this form for your records.*

*"Equipping and Inspiring all Learners to Reach their Highest Potential."*

# Choctaw County Schools 2018-19 School Calendar

**First Semester**

DATE	STUDENT CALENDAR	DAY OF WEEK
August 6, 2018	Professional Development Day	Monday
August 7, 2018	Teacher Institute	Tuesday
August 8, 2018	Parent Orientation	Wednesday
August 9, 2018	First Day For Students	Thursday
September 3, 2018	Labor Day	Monday
September 4, 2018	Professional Development Day	Tuesday
October 22, 2018	Professional Development Day Weather Day If Needed	Monday
November 9, 2018	Veteran's Day	Friday
November 19-23, 2018	Thanksgiving Holidays	Monday-Friday
December 18, 2018	Students Dismiss at 12:00 p.m.	Tuesday
December 19, 2018	Christmas Break Begins	Wednesday

**Second Semester**

DATE	STUDENT CALENDAR	DAY OF WEEK
January 3, 2019	Professional Development Day	Thursday
January 4, 2019	Students Return	Friday
January 21, 2019	Martin Luther King Day	Monday
March 4-5, 2019	Mini Break Weather Days If Needed	Monday-Tuesday
March 28, 2019	Students Dismiss at 12:00 p.m.	Thursday
April 1-5, 2019	Spring Break	Monday-Friday
April 19, 2019	Good Friday Weather Day If Needed	Friday
May 27, 2019	Memorial Day	Monday
May 30, 2019	Last Day For Students Students Dismiss at 12:00 p.m.	Thursday
May 31, 2019	Last Day For Teachers	Friday

REPORTING PERIODS			REPORT CARDS	PROGRESS REPORTS		
Beginning	Ending	Days		Beginning	Ending	Days
8/9/2018	10/10/2018	42	10/18/2018	8/9/2018	9/10/2018	21
10/11/2018	12/18/2018	43	1/10/2019	10/11/2018	11/8/2018	21
1/4/2019	3/14/2019	47	3/21/2019	1/4/2019	2/6/2019	23
3/15/2019	5/30/2019	48	5/31/2019	3/15/2019	4/25/2019	24

**Graduation Dates**

SCHS Thursday, May 23, 2019  
CCHS Friday, May 24, 2019

*Keep this form.*



Choctaw County School System  
 Family Educational Rights and Privacy Act (FERPA)  
 Annual Notice for Disclosure of School Directory Information

Dear Parent/Guardian:

The Family Educational Rights and Privacy Act (FERPA) is a federal law that requires the school district, with certain exceptions to obtain your written consent prior to the disclosure of personally identifiable information from your child's educational records. However, the school may disclose some student information without written consent when the information is designated "Directory Information" unless you have advised the district to the contrary in accordance with district procedures.

The primary use for Directory Information by the district is to include this type of information in certain school publications. It is generally not considered harmful or an invasion of privacy is released. Examples of school publications are:

- A playbill or program, showing your child's role in a drama or music production
- The annual yearbook
- Honor roll or other recognition lists published at school or in newspapers
- Graduation programs
- Sports statistics listed in programs, such as football which may include height and weight of team members
- School or district website

Directory Information can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to:

- Other schools the student is seeking to attend (transcripts, etc.)
- Class ring manufacturers
- State or federal authorities auditing, evaluating programs or enforcing state or federal laws
- A court by order of a subpoena

The school district has designated the following as Directory Information:

<i>Student Name</i>	<i>Degrees, honors, &amp; awards received</i>	<i>Major field of study</i>	<i>Grade level</i>
<i>Address</i>	<i>Most recent educational agency or institution attended</i>	<i>Dates of attendance</i>	<i>Photograph</i>
<i>Telephone number</i>	<i>Participation in school sponsored activities and sports</i>	<i>Weight &amp; height of members of athletic teams</i>	<i>Date &amp; place of birth</i>

Two federal laws require school districts that receive assistance under the No Child Left Behind Act of 2001 to provide military recruiters, upon request, with three Directory Information categories-names, addresses, and telephone listings, unless parents have notified the district that they do not want their child's information disclosed without their prior written consent.

\_\_\_\_\_ I give permission to disclose my child's Directory Information.  
 \_\_\_\_\_ I do not want my child's Directory Information disclosed and request **one** of the following:  
 \_\_\_\_\_ Do not release my student's directory information at any time.  
 \_\_\_\_\_ Do not release my student's information without my prior written consent.

Name of Student \_\_\_\_\_ School \_\_\_\_\_ Date \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

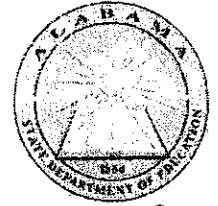
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

*Please complete this form and return to your child's school.*



ALABAMA STATE DEPARTMENT OF EDUCATION



HEALTH ASSESSMENT RECORD

School Year: 2018 - 2019

To Parent or Guardian: The purpose of this form is to provide the school nurse with additional information regarding your child's health needs. The school nurse may contact you for further information. The information requested is essential for the school nurse to meet the health needs of your child.

This information will be kept confidential.

PLEASE complete both sides of this form (Return to the School Nurse)

Name of Student (Last, First, Middle) | Birth Date | Sex | School

Address (Street)

Home Telephone Number: | Cell Phone Number: | Additional Phone Number: | Grade | Teacher/Homeroom

Name of Parent/Guardian (Last, First Middle) | Work Phone Number:

Transportation
 Bus Rider Bus Number:  Car Rider  Special Needs Bus  After School

Part I - Health Information

Place your child receives health care: Physician's Name: Address: Phone:
 Community Health Center
 Health Department
 Hospital Clinic
 No Regular Place
 Private Doctor /HMO
Your child's Insurance Information:
 ALL KIDS
 Medicaid
 No Insurance
 Other
 Private Insurance
Place your child receives dental care: Dentist's Name: Address: Phone:
 Community Health Center
 Health Department
 Hospital Clinic
 No Regular Place
 Private Dentist /HMO
Preferred Hospital:

Part II - Medical History Medical Equipment /Procedures Required at School

Catheter  Gastric Tube  Nebulizer Treatments  Oxygen Supplement  Tracheostomy
 Vagal Nerve Stimulator (VNS)  Ventilator  Wheelchair  Walker
 Other Please explain:

Medications and Procedures at School require a Prescriber/Parent Authorization Form (one for each medication or procedure) Please see your school nurse.

Please Complete Back of Form (Signature Required)

Return this form.

**ACCEPTABLE USE AND INTERNET SAFETY POLICY**  
 For the Computer Network of the Clatsop County Board District

The Clatsop County School District (hereinafter referred to as District) is pleased to make available to students access to interconnected computer systems within the District and to the Internet, the worldwide network that provides various means of accessing significant educational materials and opportunities.

In order for the District to be able to continue to make its computer network and Internet access available, all students must ensure all use of this access is lawful. Students must understand that only one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the District's teachers and other staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Acceptable Use and Internet Safety Policy (Policy) of the District and the Data Acquisition Site that provides Internet access to the District. Upon reviewing, signing, and returning this Policy as the students have been directed, each student will be given the opportunity to enjoy Internet access at school located in the District. By reviewing, signing, and returning the Policy the student is agreeing to follow the Policy. The District cannot provide access to any student who, if 10 or older, fails to sign and submit the Policy to the school as directed or, if under 10, does not return the Policy as directed with the signatures of the student and his/her parents or guardians.

Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions, you should contact the person that your school has who has been designated to receive and answer your questions. If any user violates the Policy, the students access to the Internet will be denied, and he or she may be subject to additional disciplinary action.

**I. PERSONAL RESPONSIBILITY.**

By signing this Policy, you are agreeing not only to follow the rules in the Policy, but also to report any misuse of the network to the person designated by the school for such reporting. Misuse means any violations of this Policy.

**II. TERM OF PERMITTED USE**

A student who submits to the District a properly signed Policy and follows the Policy and Internet access during the course of the school year. Students will be asked to sign a new Policy each year before they are given an access account.

**III. ACCEPTABLE USES**

- A. Educational Purposes Only. The School District is providing access to its computer networks and the Internet only for educational purposes. If you have any doubt about whether a contemplated activity is educational, you should consult the person(s) designated by the District to assist you with such concerns.
- B. Unacceptable Uses of Network. Among the uses that are considered unacceptable and which constitute a violation of this Policy are the following:
  1. Uses that violate the law or encourage others to violate the law; transmission of offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the District's Student Discipline Policy; view, transmit, or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential trade secret information, or copyrighted materials. Even if materials on the networks are not marked with the copyright symbol, you should assume that materials are protected unless there is explicit permission allowing copying and printing stated on the materials.
  2. Uses that cause harm to others or damage to their property. For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using his/her access to the network of the Internet; upload a worm, virus, Trojan horse, time bomb or other harmful form of programming or vandalism; participate in hacking activities or any form of unauthorized access to other computers, networks, or information systems.
  3. Uses that jeopardize the security of student access and of the computer network or other networks on the Internet. For example, don't disclose or share your password with others. Don't impersonate another user.
  4. Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers, social security numbers, and your name and address.
- C. Network Etiquette. All users must abide by rules of network etiquette, which include the following:
  1. Personal Responsibility. The user must be responsible for his or her own actions and must not engage in any activity that is illegal, unethical, or otherwise prohibited by law or policy.
  2. Netiquette. All users must abide by the following rules of netiquette:
    - a. Do not use the network to harass, threaten, or defame others.
    - b. Do not use the network to engage in any activity that is illegal, unethical, or otherwise prohibited by law or policy.
    - c. Do not use the network to engage in any activity that is socially unacceptable or that causes harm to others.
    - d. Do not use the network to engage in any activity that is disruptive to the network.
    - e. Do not use the network to engage in any activity that is a waste of network resources.
    - f. Do not use the network to engage in any activity that is a violation of the law or of the District's policies.
    - g. Do not use the network to engage in any activity that is a violation of the terms of the Policy.
    - h. Do not use the network to engage in any activity that is a violation of the terms of the Acceptable Use and Internet Safety Policy.
    - i. Do not use the network to engage in any activity that is a violation of the terms of the Data Acquisition Site Policy.
    - j. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - k. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - l. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - m. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - n. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - o. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - p. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - q. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - r. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - s. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - t. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - u. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - v. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - w. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - x. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - y. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.
    - z. Do not use the network to engage in any activity that is a violation of the terms of the District's policies.

*Keep for your records.*

2. Avoid language and uses, which may be offensive to other users. Don't use access to make, distribute, or redistribute jokes, stories, or other material which is based upon slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.
3. Don't assume that a e-mail is giving his or her permission for you to forward or redistribute the message to third parties or to give his/her e-mail address to third parties. This should only be done with permission from the person who sent the message to you.
4. Be considerate when sending attachments with e-mail (where this is permitted). Be sure that the file is not too large to be accommodated by recipients system and is in a format which the recipient can open.

**IV. INTERNET SAFETY**

**A. General Warning, Individual Responsibility of Parents and Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her uses of the computer network and Internet and stay away from these sites. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the District.

**B. Personal Safety.** Be safe. In using the computer network and Internet, do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information, which might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you meet on the computer network or Internet. Regardless of your age, you should never agree to meet a person you have only communicated with on the Internet.

**C. Hacking and Other Illegal Activities.** It is a violation of this Policy to use the District's computer network or the Internet to gain unauthorized access to other computers or computer systems. It is also a violation of this Policy to attempt to gain unauthorized access to other computers or computer systems. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

**D. Confidentiality of Student Information.** Personally identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and social security numbers. A supervising teacher or administrator may authorize the release of directory information, as allowed by all laws applicable to the District for internal administrative purposes or approved educational projects and activities.

**E. Active Restriction Measures.** The District, either by itself or in combination with the Data Acquisition Site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) involve child pornography, or (3) harmful to minors. The District will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material, which is inappropriate for minors. Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.

The term harmful to minors is defined by the Communications Act of the 1934 (47 USC Section (n) (7)), as meaning any picture, image, graphic image file, or other visual depiction that:

- > taken as a whole and with respect to its nature, sex, or excretion;
- > depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or a lewd exhibition of the genitals;
- > taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

**V. PRIVACY**

Network and Internet access is provided as a tool for your education. The District reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files are and shall remain the property of the District and no user shall have any expectation of privacy regarding such materials.

**VI. FAILURE TO FOLLOW POLICY**

The user's use of the computer network and Internet is a privilege, not a right. A user, who violates this Policy, shall at a minimum, lose his or her access to the computer network and Internet terminated. The District may refuse to restate



# Choctaw County Attendance Agreement

I have read and discussed the attendance information with my child. I understand that a free, public education is one of the greatest benefits available to the children of our state. I will ensure that my child achieves his/her full potential by attending school regularly.

By signing below, I agree to abide the Alabama Law and Choctaw County Board of Education policy and procedures, and I have been given a copy of my duties. I also understand what the consequences are for my actions.

My child attends \_\_\_\_\_ School  
(Name of School)

Grade: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Student's Name \_\_\_\_\_  
(Please Print)

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Name \_\_\_\_\_  
(Please Print)

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Failure to return this acknowledgement will not relieve a student or parent(s)/guardian(s) from the responsibility for knowledge of Alabama Law and the Choctaw County Board policy and procedures. Also, it will not excuse any non-compliance.

*Return this form.*

Choctaw County Board of Education  
107 Tom Orr Drive  
Butler, AL 36904

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Fax: 205-459-3037  
E-mail: tgraham@choctawal.org