Lott Middle School

Prowling with Purpose ~ Learning with Heart ~ Leading with Strength

Parent & Student Handbook

17740 Celeste Road

Citronelle, Al 36522

2026-2027

Mobile County Public School System Board of Commissioners

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Mr. Chresal Threadgill

Lott Middle School

Administration

Principal……Dr. Melissa Whigham
Assistant Principal…….. Dr. Gerald Kelly

Athletic Directors

Boys Athletics..... Mr. John Guthrie
Girls Athletics.....Mrs. Ashlee Nettles

Guidance Counselor

Counselor……Mrs. Olivia Stachowski

History of Lott Middle School



Rosa A. Lott Middle School was founded in 1948 by Rosa A. Lott, a Citronelle native and dedicated educator who served as the school's first principal until her passing in 1952. Originally established as a high school for Black students from 1949 to 1969.The school was renamed in her honor in 1958 as Rosa A. Lott High School. Following integration, it operated as an elementary school from 1970 to 2000 and now serves students in grades 6–8 as a middle school.

In 2016, Lott Middle School underwent renovations, during which the historic Rosenwald, Craftsman-style architecture was preserved in the main lobby as a tribute to the original building. The school is widely recognized for its academic excellence and stands as a historic and educational landmark in the community.

Lott Middle School embraces a diverse student body and fosters a supportive learning environment through the dedication of parents, community members, and staff, past and present. The school promotes both **academic, fine arts, and athletic opportunities**, encouraging students to excel in the classroom and beyond. In recognition of its commitment to high-quality education, Lott received the **2023–2024 CLAS School of Distinction Award. In 2025-2026, Lott was named a Semiquincentennial School as part of the America250 Alabama Initiative.**

As part of the Citronelle area's educational vision focused on engineering, LOTC, manufacturing, agriculture, health science, and STEM pathways, **Rosa A. Lott Middle School** stands out as a forward-thinking, digital literacy-focused institution. The school offers innovative programs in **LOTC**, **Computer Science**, **Robotics**, **Project Lead the Way, We Build it Better Program, and Agriculture Education**, equipping students with real-world learning experiences through advanced technology and hands-on authentic experiences. These initiatives are designed to cultivate critical thinking, creativity, and career readiness—preparing students to thrive in both academic pursuits and the modern workforce.



Overview of School Information

Mission Statement: Our mission at Lott Middle School is to promote a safe and positive environment conducive for all students to learn. Each student will be nurtured with rigorous and relevant 21st century-based instruction to foster lifelong learning. This will be accomplished by caring and encouraging faculty and staff along with parental and community support.

SCHOOL MOTTO: Prowling with Purpose ~ Learning with Heart ~ Leading with Strength



COLORS: Crimson and Gold

Mascot: The Wildcat

Core Values and Student Responsibilities: The Wildcat Way expectations emphasize that students share responsibility as valuable members of the school community. Each student is expected to contribute to a positive, respectful, and supportive environment that promotes learning, growth, and achievement for all students.

Wildcats are always on the PROWL toward success - Here's how we PROWL every day:

- **P – Prompt**
  Be on time, every time.
- **R – Respectful and Polite**
  Use kind words and actions with everyone.
- **O – Own your Learning and Be Prepared**
  Bring what you need daily.
- **W – Wise and Productive**
  Use your time wisely and make smart choices.
- **L – Listen and Be Patient**
  Follow directions, embrace challenges, keep growing, and stay calm.

School Uniform Policy



Pants and Shorts

- Solid khaki/traditional/sand color trousers made of cotton (No rips).
- Classic cut with **straight legs only** – no jean styles, low-riders, cargo, joggers, or jeggings.
- Pants must have belt-loops, pockets, and be worn at the natural waist with the belt visible
- Shorts must fall no shorter than 3 inches above the knee. (No cut-offs)
- Must have belt loops and be worn at the natural waist with the belt visible.

Shirts (Tucked In at all times and worn Monday-Thursday-Dress for Success)

- **6th Grade:** Crimson/Maroon polo (2 or 3 buttons) – NO EXCEPTIONS.
- **7th Grade:** Black polo (2 or 3 buttons) – NO EXCEPTIONS.
- **8th Grade:** Gray polo (2 or 3 buttons) – NO EXCEPTIONS.
- Logo must be smaller than a quarter (NO EXCEPTIONS).
- **Fridays Only:** Lott Middle School-sponsored uniform or club shirts permitted or Polo.
- **Event Days Only:** Athletic or Sponsored Activities attire permitted.
- **Undershirts:** Must be solid Black, Gray, White, or Crimson/Maroon.

Shoes and Socks

- Shoes: Tennis shoes (any color) with laces OR brown/black loafer-style shoes with **athletic soles** (No Boots, Crocs, or slides)
- Socks: black, gray, or white

Belts

- Black or Brown belts with traditional buckles must be worn daily.

Outerwear (No Hooded Attire Allowed)

- **6th Grade:** Crimson/Maroon Sweatshirt/Jacket -NO EXCEPTIONS.
- **7th Grade:** Black Sweatshirt/Jacket – NO EXCEPTIONS.
- **8th Grade:** Gray Sweatshirt/Jacket – NO EXCEPTIONS.
- Lott Middle School team/club jackets and sweatshirts are allowed for **current members** only.
- Preferred **Option #1** Wildcat Logo Purchased through PTO
  Option #2 Solid Colors as listed for grade-level colors and Logo must be smaller than a quarter on the front only, **no other writings on front or back**.

Jewelry/Accessories/Hair

- **Not Allowed:** Nose rings (for safety reasons). Only ear piercings are allowed.
- **Not Allowed: Nuisance** items-sunglasses, cologne, perfumes, visible pimple stickers, etc....as determined by administration
- **Not Allowed:** Hats, caps, hoods, or bandanas.
- Natural hair colors are preferred. (Must not interfere with the learning environment.)

Student ID (Used for breakfast, lunch, library checkout, tardies, early dismissals, bathroom breaks, passes, and identification).

- Required: ID Badge must be Worn around the neck at all times. Personal lanyards allowed (no offensive designs/logos/prints). Replacement Badges Cost: $5.00

Student Backpack and Phone Policy

- Only clear backpacks are permitted. The school district will not provide backpacks for students.
- Yondr pouches are required for student electronic devices (cell phones, Air Pods) on campus and must be purchased for a fee of **$25.00**. The Yondr pouch must be locked at all times and stored in Backpack. Students are not allowed to wear Smart Watches at school. Alternatively, students may choose to leave phones or other electronic devices at home. We are not held responsible for lost or stolen items.

Backpack /Purses/Water Bottle

- Backpacks, purses, and water bottles must be **clear** and plastic according to MCPSS policies. (Not metal containers)
- Clear backpacks WILL NOT be provided by MCPSS.

School Registration Fees

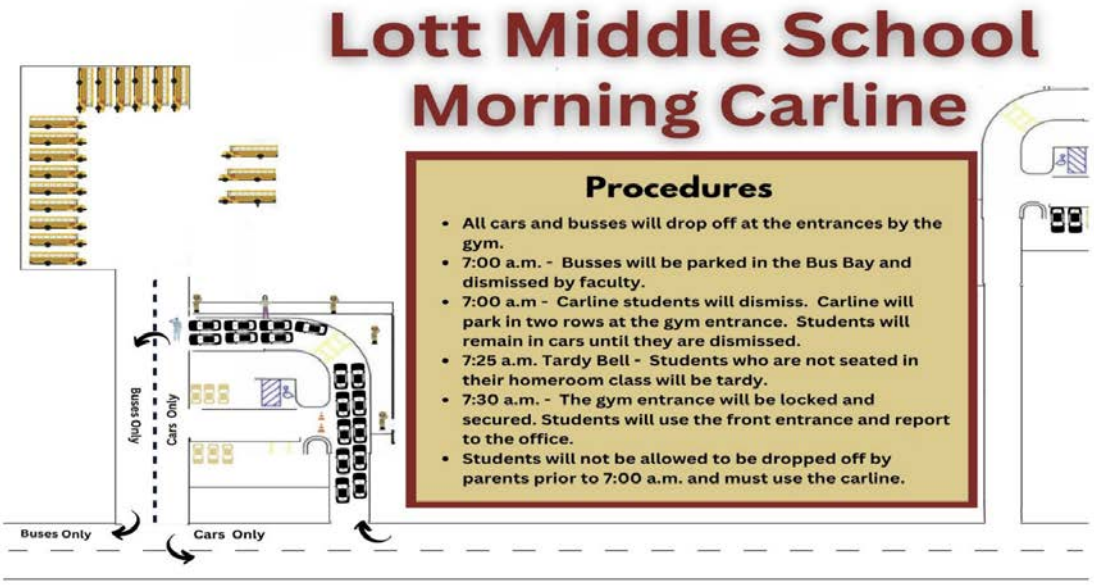
- $20.00 General School Fee (Postage, Supplies, First Aid Supplies, School ID Badge)
- $5.00 6th – 8th Grade Science Lab Fee for Supplies and Experiments
- $10.00 7th -8th Grade Project Lead the Way Fee for Supplies and Experiments
- $25.00 Yondr Pouch Fee – Students are required to purchase a Yondr Pouch to securely store their cell phone during the school day. Students are expected to keep the pouch in their backpack and maintain possession of it at all times.

**** The above uniform policy is in effect all year.** Parents and guardians are responsible for ensuring their child is dressed in accordance with the school uniform guidelines each day. We value a consistent and positive learning environment and appreciate your support in helping students come to school prepared and in proper attire.

School and Dismissal Procedures

Arrival Procedures

1. Car & Bus students will be unloaded at the catwalk at 7:00 a.m. under the direction of the teacher on duty.
2. Students will line up in a single file line and enter the building through a security system.
3. Breakfast will be served from 7:00 a.m. to 7:20 a.m. daily. Students who eat breakfast will go directly to the cafeteria after passing through the security system.
4. Students who are not eating breakfast will report directly to the gym and sit with their first period class.
5. Students will be considered tardy at 7:25 a.m.

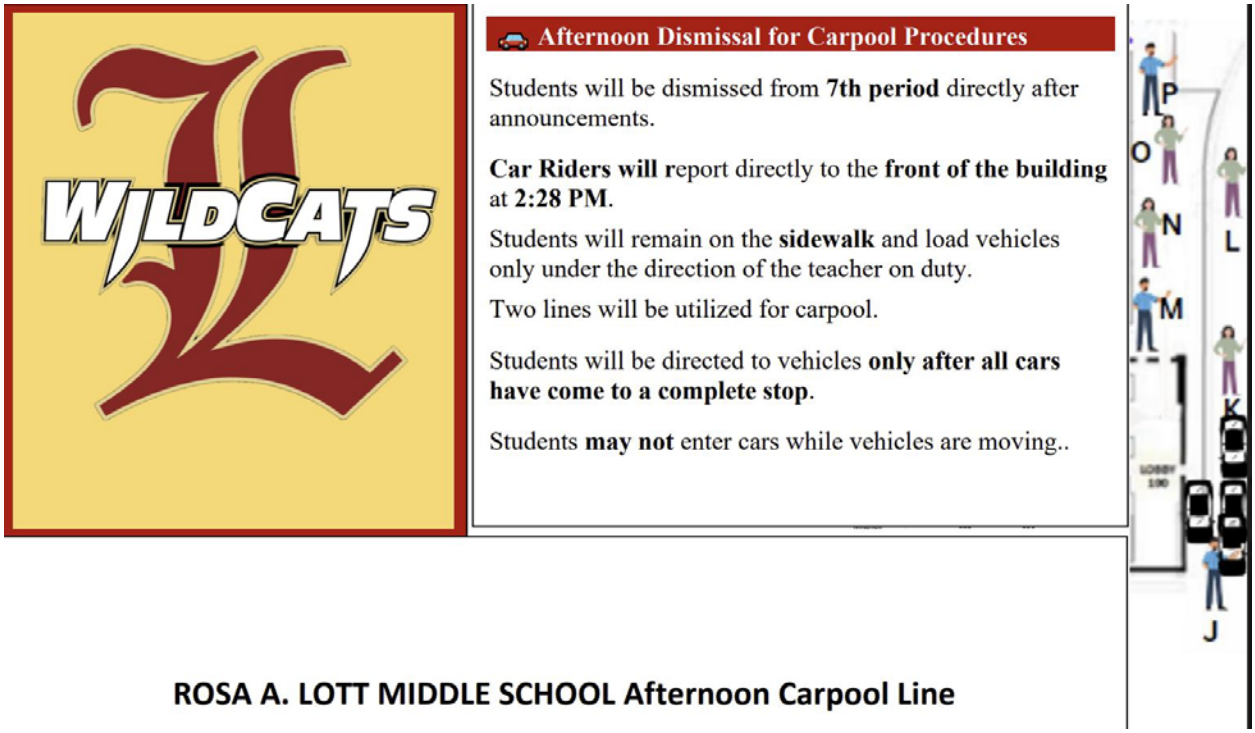


Dismissal Procedures

1. Students will be dismissed from 7th period class directly after announcements.
2. Car riders will report directly to the front of the building at 2:28 p.m. Students must remain on sidewalk and load vehicles under the direction of the teacher on duty.
3. Bus riders will report directly to the bus area (gym side) and go directly to their assigned bus. Students are not allowed to ride other buses unless pre-approved by the principal.
4. Athletic Students must report directly to the gym or field house after school. Students are not allowed to be loitering in areas on the school campus.
5. Vehicles must line up behind the opening of the parking lot until the teacher on duty directs cars to line up in the front driveway.

Carline Procedures

1. Students must report directly to the carline at dismissal to the front of the building (office side).
2. Students must pay attention and watch for their designated pick-up vehicle.
3. Students will remain on the sidewalk until a teacher signals the student to enter vehicles.
4. All students must be picked up through the carline. **Crossing the parking lot to reach a car is not allowed.**
5. **All students must be picked up by 3:00 PM.** Failure to do so will result in a mandatory bus assignment.



Bus Procedures

Riding the school bus is a privilege, not a right. Misconduct on the bus is a safety hazard and may result in a student losing that privilege and subject to additional disciplinary consequences. *Students are not allowed to ride a different bus or get off at another bus stop other than their assigned stop without administrator approval.*

Lott administrators are authorized to suspend or terminate bus privileges based on infractions. If a child loses his/her bus-riding privilege, the parents assume the responsibility for transportation to and from school.

Safety Tips and Reminders

- Students must report directly to their assigned seats and sit down.
- Students are not permitted to stand unless given instructions by the driver.
- Students must move away from the bus as soon as they exit.
- Students are not permitted to walk on the bus, hang body parts out the window, or physically assault another student during transport.
- Students must look to the rear of the bus for oncoming vehicles as they exit the bus.
- Students should never play in the loading/unloading zones.
- Students should never go back to retrieve anything they may have dropped or left behind.
- Students should never bend down near or under the bus.
- Students should always stay where the bus driver can visibly see them.

Bus Rules

1. Keep your ID Badge visible.
2. Always remain seated.
3. Sit in your assigned seat.
4. No eating or drinking on the bus.
5. No horse-playing on the bus.
6. Phones must remain in book bags.

Bus Progressive Discipline Plan

1st Bus Referral = Admin-student conference/Parent notification/Discipline action at the administrator's discretion based on the infraction and noted in PowerSchool.

2nd Bus Referral = 1 week suspension from the bus

3rd Bus Referral = 1 quarter suspension from the bus

4th Bus Referral = Suspension from the bus for the semester or remainder of the 2026-2027 school year. Discipline action at the administrator's discretion based on the infraction.

Campus Procedures

Halls/Gymnasium

- Students should enter the building at the ringing of the take-in bell. During bad weather students will follow the safety plan as directed by teachers and administrators.
- Students are to be in class unless they have a pass approved by administration.
- **ALL HALL PASSES MUST BE APPROVED BY ADMINISTRATION**
- Students out of class without a pass will be considered skipping and will receive the consequences defined in our school wide discipline policy.
- Students may NOT remain in the building after regular school hours unless they are involved in extra-curricular activities, tutoring, or extended day AND accompanied by a faculty member/sponsor.
- Students are NOT allowed to use the gymnasium, locker rooms, or field house at any time unless a faculty member or sponsor is present.

Cafeteria

- Students are expected to clean up after themselves.
- Students are required to have ID Badge daily for lunch.
- Students are to sit at their assigned table with their 5th period class.
- Students should not block the entrances, exits, or counters in the cafeteria. (5 students in the serving area at a time)
- Cafeteria food cannot be taken into the classrooms.
- Outside food is NOT allowed to be brought into the cafeteria.

Restrooms

- Designated restroom breaks with adult supervision will be provided**.**
- **Students may use the restroom between classes with adult bathroom monitors.**
- Students with an emergency will notify the teacher; and will access the electronic hall pass.
- Students with chronic aliment need must have a note on file with the school nurse.
- Restrooms in the first-aid room are for emergencies seen by the nurse only.
- **ALL HALL PASSES MUST BE APPROVED through the electronic system.**

Visitors to Campus

- All visitors/parents entering the school campus are to report to the main office and sign-in on the visitor's log.
- Visitors, other than employees of the Mobile County Public School System, must obtain a visitor's pass from the main office and wear the pass while in the building.

Classroom Interruptions:
Our primary concern is the safety, well-being, and education of our students. Classroom interruptions **MUST** be kept to a minimum. Please make every effort to send all the materials

needed to school with your child each day and avoid bringing items to the office for delivery (snacks, bookbags, homework, lunch, messages, etc.). We do not have the office personnel to make deliveries throughout the day, and deliveries or "calling" students to the office disrupt instruction. We recognize that emergencies arise, and occasional mistakes happen, but this should be a rare occasion. We will not interrupt instructions to call students or make deliveries except on rare occasions or in case of a family emergency. Please plan accordingly.

Dismissal Changes:

ALL changes to your child's dismissal routine MUST be made in **writing to your child's teachers or by email before 10:30 a.m. to Mrs. Brown (vlbrown@mcpss.com) or Mrs. Heckman (adheckman@mcpss.com).** SEND THESE CHANGES THE MORNING OF OR THE DAY BEFORE THE NECESSARY CHANGE. We cannot accept dismissal changes over the phone after 11 a.m. Again, this disrupts the instructional day when having to call or deliver messages regarding changes. We understand emergencies arise, but we will not accommodate the constant day-to-day changes.

LMS Student Discipline Policy & Plan

The Student Code of Conduct for The Mobile County Public School System governs all student behavior and will be enforced by the teachers and administrators. This comprehensive document classifies all offenses recognized by the school system and the consequences for student misbehavior. Students and their parents are encouraged to read the Code of Conduct, which can be obtained on the Mobile County Public School System's website. We ask that you be acquainted with the rights and responsibilities contained therein.

Group A Infraction Examples: Disruptive behaviors include those student offenses that **disrupt** the orderly educational process in the classroom or anywhere else where the school has authority.

- Excessive talking in class
- Cheating/or copying the work of other students
- Minor acts of disobedience
- Being improperly dressed or out of approved uniform
- Minor misbehaviors on the school bus
- Public display of physical affection
- Non-participation in class: no books, materials, etc.
- Misuse of lunch card/identification number
- Possessing of nuisance items as defined by principal (such as fake items: snakes, spiders, etc.)
- Tardiness to class and/or school
- Infractions that are minor in nature and disrupt the orderly educational process

Group A Infraction Discipline Steps:

Step 1 Teacher Redirection:

- The teacher will use proactive classroom management strategies to redirect the student's behavior and encourage re-engagement in learning. Teachers will utilize the **Responsibility-Centered Discipline** framework by:

- Reminding students of classroom and school expectations.
- Redirecting the behavior while maintaining student dignity.
- Providing opportunities for the student to self-correct and re-engage in the learning task.
- Reinforcing positive behavior and appropriate choices.
- Inform parent of the student’s behavior.

Step 2: If the student continues to display an **unwillingness** to accept responsibility or the behavior persists, the teacher will implement additional intervention strategies, which may include:

- Redirecting the behavior through the support system.
- Inform parent of the student's behavior.
- Opportunity for the student to create a plan for improvement in the classroom with outside support from retract coordinator, counselor, and/or administrator.
- Referral to administrator for additional support for redirecting behavior and provide a consequence.

Step 3: The student is unable to maintain self-control and refuses to accept responsibility in the classroom. The student will receive support from the counselor, retract coordinator, and/or administrators.

- Referral to administrator for additional support for redirecting behavior and provide a consequence.

Group B Infraction Examples: These behaviors **upset** the orderly classroom and all areas where the school has authority. Leaving the classroom or campus without permission

- Acts of physical aggression
- Truancy
- Class cutting, skipping
- Acts of willful disobedience
- Misuse of electronic devices (using phones during school hours, videoing students/teachers, improper use of computers, etc.)
- Possessing, selling, furnishing, giving away, distributing, transferring, or obtaining commercial fireworks
- Possessing, selling, furnishing, giving away, distributing, transferring, or obtaining a realistic toy, replica, or look-a- like gun
- Using aggressive obscene/profane language-whether spoken, written or by gestures. Including verbal confrontation
- Possessing and/or using tobacco products/Vapes
- Using the Internet for other than approved academic reasons
- Bullying, cyber bullying, harassing behavior
- Misuse of lunch card or student identification
- Major acts of misbehavior on the bus
- Possessing, selling, distributing, or using electronic vapes or nicotine products
- Any other offense which the principal may deem reasonable

Group B Infraction Discipline Steps:

Step 1 Teacher Redirection or Seek Immediate Support from Administrator

- Teachers will employ support by reminding students of the expectations and benefits of re-engagement of the task by using the interpersonal communication framework of Responsibility-Centered Discipline techniques for some student misconduct.
- Referral to Administrator for additional support (Conferences, Retract, Suspensions)
- Referral to Problem Solving Team (PST) or Individualized Learning Plan Team (IEP)
- Student short-term suspension

Step 2 Seek Immediate Support from Administrator:

- Referral to Administrator for additional support (Conferences, Retract, Suspensions, Alternative Placement)

Group C Infraction Examples: Disruptive behaviors include illegal/criminal student offenses, which disrupt the orderly educational process. Teachers will report behaviors to the administrators. Administrators will notify the resource officer.

- Theft
- Damage of School Property
- Disorderly Conduct
- Harassment/Assault

Group D Infraction Examples: Most serious disruptive behaviors include those illegal student offenses, which most seriously disrupt the orderly educational process, in the classroom or other areas where the school has authority, and which may result in criminal prosecution.

- Drugs/Alcohol
- Controlled Substances/Prescription Medication

Group E Infraction Examples: Most serious disruptive behaviors include those illegal student offenses, which most seriously disrupt the orderly educational process, in the classroom or other areas where the school has authority, and which may result in criminal prosecution.

- Weapons, Firearms, Explosives

Group C, D, and E Discipline Steps:

The Administration and Resource Officer will investigate and make appropriate decisions following the Mobile County Public School System policies and procedures.

Step 1 Teacher will seek immediate support from administrator

- Short-term suspension
- Discipline Contracts/Behavior Plans

Step 2 Teacher will seek immediate support from administrator

- Long-term suspension

- Referral to Alternative Placement School
- Expulsion

Additional Discipline Information

- Automatic 1 year expulsion recommendation for the following:
  - Selling of drugs on campus
  - Assault of a school employee
  - Possession of weapon

Attendance Policy



Responsibility of the Parent

Students are required to be on time for school. It is the responsibility of the parents or guardians to make sure that their children arrive on time each day.

- Any time that a student is absent, the parent or guardian must send a written note to school satisfactorily explaining the absence. A satisfactory note from a parent or guardian meets the following State guidelines: illness, death in the immediate family, inclement weather (as determined by the principal) which would be dangerous to the life and health of the child, legal quarantine, emergency conditions as determined by the principal, and prior permission of the principal and consent of the parent or guardian. The note or doctor's excuse must be sent to school ***within three (3) days*** of the student's return to school to be counted as an excused absence.
- On the fifth unexcused absence, a referral will be made to the Early Warning Truancy Program. Attendance at the Early Warning Truancy Program shall be mandatory except where prior arrangements have been made or an emergency exists.
- A written note from a parent or guardian, as described above, will excuse absences for up to but not exceeding *four (4) absences each quarter*. Further absences will require a doctor's note to be excused.
- Parents or guardians of any student having a chronic ailment that may cause the child to miss school during the year are required to provide the school with a doctor's statement verifying the child's condition. This must be done as soon as the problem occurs and repeated at the beginning of each school year.
- Prior permission must be obtained from the principal for absences for out-of-town trips to be excused.
- Students must be in attendance one-half of the instructional day to be counted present. An early dismissal before ½ day (3½ hours) or a tardy after ½ day is counted as an absence. Tardies and early dismissals are strongly discouraged.

Early Dismissals
Early dismissals occur when a student reports to school and leaves the campus prior to the end of the school day. The following are the policies and procedures concerning early dismissals:

- Early dismissals are issued by the office when either a parent sends a written request verified by a phone call from the office, or when a parent/guardian reports to the school in person.
- No student will be allowed to leave the campus with anyone other than a parent/guardian unless that person is listed on the student's Emergency contact list as stated in PowerSchool.
- Classes missed due to early dismissals are recorded in PowerSchool by attendance clerk as absences.
- Parents are requested to schedule all medical and dental appointments for their children after the regular school day.
- ***No early dismissals will be granted after 1:30 p.m. each day due to buses and car line procedures lining up in a safe-orderly manner.***

Early Warning Truancy Program
Student attendance has a direct impact on both individual academic success and our school's accountability rating. Students who miss **more than 17 school days** are considered **chronically absent**, which negatively affects our **School Report Card** and overall accountability score.

It is imperative that every student attends school **every day, on time**, to receive high-quality instruction and maximize learning opportunities. Consistent attendance is essential to improving **student achievement**, increasing **academic growth**, and ensuring students remain on track for success.

Every day counts. As a school community, we all share the responsibility of promoting regular attendance, communicating with families, and intervening early when attendance concerns arise. By working together, we can reduce chronic absenteeism and provide every student with the opportunity to succeed.

- Parents and students will be referred to the Early Warning Truancy Program on the fifth (5th) unexcused absence and on the fifteenth (15th) tardy to school. Additionally, students who have ***more than 17 absences negatively impacts*** our school's state report card grade. Thus, the referral to the program includes the following steps:
- The parent will receive official notification by U.S. Mail. The notice will require the parents and students to report to the Strickland Youth Center in Mobile, Al.
- The parent/guardian and student will meet with the Attendance Officer and the District Attorney. The Attendance Officer will review the system's Attendance Policy; the District Attorney will review the State of Alabama's Attendance Laws and consequences of breaking the laws.
- If the parent/guardian and student fail to appear at the scheduled Early Warning Truancy Program, the parent shall receive legal notice and a court referral.

Attendance Procedures

- Students must attend school and classes according to their approved schedules.
- Teachers must record attendance daily for all assigned classes.
- Students participating in principal-approved school activities during the school day are counted present but must complete any missed assignments.
- The principal/designee will notify teachers in advance of students participating in approved activities.
- For extended illnesses, parents should contact the school to arrange support, including the Homebound Program if needed.

Attendance and Tardy Violations

Attendance must be taken each period; therefore, each teacher is required to keep accurate attendance records.
1st unexcused absence-Teacher Redirection/Communication with student.
2nd unexcused absence- Teacher Redirection/Communication with student.
3rd unexcused absence- Attendance Clerk will contact parent.
4th unexcused absence- Attendance Clerk, Registrar, and truancy officer will notify parent and administrator.

Make-Up Work

Make-up work is defined as any assignment or test, which was assigned when a student was not present in class due to an excused absence or early dismissal. Students and parents should remember that much of the instruction a student misses when absent (lecture notes, class discussion, and teacher explanation) cannot be made up. The following are the policies and procedures concerning make-up work:

- It is solely the student's responsibility to request make-up work and tests from the teacher within **a reasonable timeframe (3 to 5 days) upon** their return to school. Students will make up work **at home** or other arrangements will be made at the teacher's discretion.
- For advance notice absences (field trips, school activities on or off campus, etc....) the student must request the make-up work **BEFORE** the absence occurs and return to class with all the work completed.

Student Tech Policy

Smartwatches, personal devices, Bluetooth earbuds and/or headphones are not allowed on campus. Cell phones must be powered off and always secured in a locked Yondr Pouch. The above-mentioned items may be taken up, and the parents will have to pick up from the office and student discipline will be followed for act of willful disobedience.

Parent and Community Support

Partners in Education

We are very fortunate to have several business partners and community supporters. This group has played a vital role in the smooth operation of our school. Many accomplishments have been made possible through their efforts. We look forward to continuing this wonderful partnership program. We would like to extend an invitation for more business partners and community supporters to join our school family.

Parent Involvement

Parents are strongly encouraged to take an active part in their child's education and join the Parent-Teacher Association (PTO). The member fee is $10.00 per family per year. Parental input is necessary and actively sought through both formal and informal means. Parents should understand, however, that the operation of the school is the responsibility of the school personnel.

By choosing to enroll a child in Lott Middle School, you have provided your child with an opportunity to receive an excellent education. In addition, parents have accepted the responsibility to provide the appropriate encouragement, guidance, and home environment to foster the most helpful learning situation possible.

Parents should uphold our school philosophy in the following ways:

- Support the dress code.
- Support the discipline policy.
- Support the attendance policy.
- Use proper channels for contacting school personnel.
- Support teachers when dealing with student performance or classroom attitude.
- Support the Guidance Counselor when dealing with a student's personal or school problems.
- Support the Assistant Principal when dealing with behavior problems or transportation concerns.
- Support the Principal when dealing with school programs or activities.
- Provide a suitable time and place for homework and ensure that homework is completed and turned in on time.
- Ensure the student submits his/her original work.
- Review papers brought home by students.
- Sign and return promptly all school-related papers.
- Maintain mutual responsibility with the child for arriving at school on time.
- Participate in any activities needing parental assistance.

Additional Information

Counseling Services
Counseling services are available to all students.
Students may seek support for school-related or personal concerns. The guidance counselor assists with selecting appropriate courses for success in middle school and planning for high school. Students are encouraged to meet with their counselor at least once a year to review their transcript.

Report Cards and Progress Reports
Report cards are issued four (4) times during the school year. Parents are notified of student progress through **mid-quarter** progress reports. Parents may check grades at any time using the MCPSS MyPowerHub App grading portal. A parent conference is required during the school year to discuss your child's progress.

School and Home Communication:
All school communications will be shared through the **MCPSS App** and/or the school's official social media platforms.

To schedule an appointment with a teacher or administrator, parents/guardians may send a message through **Rooms**, email the teacher or administrator directly, or contact the front office at **251-221-2240**.

Parent/guardian conferences are welcomed and encouraged at Lott Middle School. Scheduling conferences in advance allows teachers and staff to prepare for meaningful and productive discussions. Whenever possible, conferences should be scheduled during the teacher's planning period.

For the safety and security of our campus, all parents/guardians and visitors must report to the front office upon arrival. Office staff will notify the teacher when you arrive for your scheduled conference.

State and Local Testing
The Alabama Department of Education and the Mobile Board of Education determine the standardized state assessments.

- **iReady Diagnostic and/or Imagine Learning-Edgenuity** is a screening tool administered to all students under the same conditions three times a year. It measures student growth and identifies those who may need additional support or follow-up diagnostics. Students will take the assessments in **August, December, and May**.

- **The Alabama Comprehensive Assessment Program (ACAP)** is a summative assessment mandated by the state of Alabama for grades 2nd through 8th-grade. The state

test will begin on **March 15th and End April 23rd** during the 2026-2027 school year. The **ACAP Alternate will** begin on March 1st – April 2nd. The ACAP Alternate assessment measures student progress based on the Alabama Alternate Achievement Standards (AAAS) rather than the general education standards. Please make sure students are present daily and limit early dismissals during the testing window. Students will not be allowed to be removed from the testing session for an early dismissal.

Schedule Changes

Schedule changes will be addressed under the following conditions:

- If a mistake is made by the Administration in scheduling the student. For example: 2 science classes or missing a required class.)
- No schedule changes will be made after the second week of the class term.

Assemblies

Assemblies and pep rallies are held for several purposes: to teach, to entertain, to honor, to display school spirit, to celebrate, etc. It is our expectation that students and guest respect speakers and performances by following the Wildcat Way.

Emergency Situations

In the event of an emergency requiring the rapid evacuation of the building, the alarms will be used, and students will follow fire/weather/safety drill procedures. In situations requiring less rapid evacuation, directions will be given to the school population over the intercom.

Student Telephone Calls

Telephone calls to the school requesting that messages from parents be delivered to students should be restricted to emergency situations only. Students will not be allowed to use the office telephone without administrator approval. Office personnel will make all telephone calls. Any transportation changes must be delivered by 10:30 a.m. to ensure that teachers are able to relay the message to the student before dismissal.

Accidents

Any accident which occurs on school property must be reported immediately to the teacher in charge or to the main office. If a fellow student is injured and no teacher is present, students must secure help from an adult or the main office before attempting to aid the injured student.

Pregnancy – Non-Discrimination Policy

The school does not discriminate against students based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions. Students may choose to participate in separate programs for pregnant or parenting students, but only voluntarily. A physician's note may be required to continue regular activities, but only if the same is required for other medical conditions. Students affected by pregnancy or related conditions will be treated like any other student with a medical absence.

Severe Weather Procedures

In the event of tornadoes and other severe weather alerts, a signal will be given by repeated short rings of the school bell for several minutes. Upon hearing the signal, students should leave the classroom and proceed to their designated area immediately. At the designated area, students are to assume the position of greatest safety by crouching on knees against the wall, head down, with hands locked at the back of their head.

Fire Drills

Fire drills will be signaled by the sounding of the fire alarm system. Upon hearing the alarm, students will file quietly and orderly out of the classrooms and building following a route designated by the fire drill plan, which is posted in every room of the building. Upon reaching the designated area outside the building, the teacher will check the roll and report any missing students to the administration. Teachers and students are not to return to the building for any reason until the all-clear signal has been given. The all-clear signal will be a ringing of the bell. Fire drills will be held monthly and may be announced or unannounced.

Lockdown Safety Drills

In the event of an emergency where the safety of students would be jeopardized if normal evacuation procedures were followed, then the school will enter into "Secure Perimeter mode" Students and faculty will follow "secure perimeter" procedures until the building has been secured and returned to "normal" mode. During a lockdown procedure, parents will not be allowed to enter the school or remain on campus.

First Aid/Emergency Card

- A medical emergency card is completed for each student who enrolls at Lott Middle School. The card indicates the address, telephone numbers, doctor, and person to contact in the event of an emergency. Parents are requested to keep the card up to date by notifying the school of any changes. Chronic illnesses should be reported to the nurse and administrative staff in the main office.
- The first aid room is for the temporary relief of minor aches and pains of students. Students who are sick (fever or vomiting) will be sent home. We expect the parents to accept the responsibility of coming to the school and picking up sick students. Students with minor illnesses will be dealt with within the guidelines and sent back to class.
- Students who are ill are to have their teacher call the office and a parent/guardian will be called to pick up the student. Students are not to stay in the restroom because of illness. This will be considered "cutting class". There is a restroom available in the first aid room. If the student is too ill to report to the office, he/she should send someone for help.
- Students who must take medication prescribed by their physician must follow this procedure:

1. A parent/guardian should bring the medication to the main office in its original prescription container before school and leave it with the nurse. Mobile County Public School System medication form must be completed by a parent/guardian and be on file in the office before any medication may be administered.
2. Students will be escorted by the nurse to the first aid room for the time at which they need to take their medicine.
3. Medicines are to be taken in the presence of an adult staff member. Over the counter medications cannot be kept at school.

Field Trips/School Events

Field trips are educational outings planned by teachers to support classroom learning. Please follow these guidelines:

- **Permission Slips**: A signed permission slip is required for each trip. Students without one may not attend.
- **Fees**: Most field trips require an entrance fee. Some trips may be paid through other federal or local funds.
- **Uniforms**: Students must wear school uniforms or designated sponsored uniforms.
- **Refunds**: No refunds are given if a student cannot attend. Costs are paid in advance.
- **Chaperones**: Parents must ride the bus with students. Driving separately is not allowed (per MCPSS policy). Chaperones must agree in writing to follow all procedures.
- **No Siblings**: Siblings are not allowed on field trips. Please arrange childcare if chaperoning.
- **Eligibility**: Field trips are a privilege. Students with frequent behavior issues may be excluded.

State or Local Owned Textbook/Devices Guidelines

All textbooks and computers issued are the property of the State of Alabama and the Mobile County Public School System and shall be retained for normal use only during the period students are engaged in the course of study for which textbooks/computers are selected. Textbooks/computers issued to students may be used in the same manner and to the same extent as though such textbooks/computers were owned by the student, except that students must recognize their responsibility for the proper care of textbooks checked out to them by observing the following practices.

- Keep the textbook/computer clean and free of marking with a pen or pencil
- Avoiding turning down, tearing, or otherwise damaging the property
- Parents and students must accept liability for any LOSS, ABUSE, OR DAMAGE, in excess of that which would result from normal use.
- No textbooks/computers will be issued to any student until all charges for lost and/or damaged textbooks/computers have been paid.

- All textbooks/computers must be returned to the issuing school by the student when he/she is promoted or transferred and when he/she terminates his/her attendance for any reason.

USE OF LIBRARY MEDIA CENTER

Students, teachers, librarians, and media specialists have planned these rules to be fair and courteous and to protect the majority of the students' rights.

- The library media center will be open from 7:30 a.m. to 2:20 p.m.
- Students are required to have an ID Badge to check out badge.
- Each student entering the library media center during school hours must have a pass or come with a teacher.
- All library media materials must be checked out before taking them from the library. No magazines or reference books are to be taken from the library media center unless they are checked out at the circulation desk.
- A student whose library media record is not clear will not be issued additional books. Students must never sign another student's name.
- Please return books on time as other students and teachers need to use them.
- No food or drinks allowed in the library.
- STUDENTS MUST HAVE A PARENT CONSENT FORM COMPLETED AND ON FILE BEFORE BEING ALLOWED ACCESS TO THE INTERNET

Extracurricular Participation

ALABAMA HIGH SCHOOL ATHLETIC ASSOCIATION (Academic Rule)

- Eligibility shall be determined on the first day of the school year and shall remain in effect for one (1) complete school year. A student may become eligible at the end of 1st Semester (Term). Bona fide transfers may be dealt with according to rules of the Alabama High School Athletic Association for sports and rules to be developed by this Board of Education as they pertain to other extracurricular activities.
- Each eligible student involved in athletics must meet the definition of a regular student as defined by the Alabama High School Athletic Association.
- Students entering Grades 7 and 8 must, for the immediately preceding school year, have a passing grade in five (5) subjects with a composite numerical average of 70 with all other rules applying the same as to students in Grades 9-12.
- Students promoted to the seventh grade for the first time are eligible.

EXTRACURRICULAR ACTIVITY PARTICIPATION

- For purposes of definition, athletic events are defined as those recognized and sanctioned by the Alabama High School Athletic Association. Other extracurricular activities are defined as those that are sanctioned by a public school, which are not related to a student's academic requirements or success in a course(s). Regular curricular activities are defined as those that are required for satisfactory course completion. School sponsors are required to submit a request for each curricular activity that occurs outside the regular school day and/or school to the principal, superintendent, and the local Board of Education for approval. Each request for full participation by all students regardless of academic standing in a curricular activity shall be granted if the principal, superintendent, and the local Board of Education approve it as an extension of a course(s) requirement(s) and it is a sanctioned event by a state/national subject matter association. Student participation in extracurricular activities through math, science, band, choral music, and other courses offered by the school at events such as athletic events (pregame, game, halftime, or other breaks), club conventions, Christmas parades, amusement park trips and competitions, trips by tour companies, performances at various meetings, etc., are extracurricular, and students academically ineligible under this policy shall not be allowed to participate. If a performance is included as part of the curriculum the student must meet Academics First Regulations in order to perform. Students who fail to meet eligibility requirements may be required to complete additional assignments in lieu of performance requirements to receive credit. This policy has been in effect for all students in Grades 8-12 beginning with the 1999-2000 school year. The local Board of Education shall implement this policy as a minimum for all students in Grades 7-12 under its control.

Definitions

- Extracurricular activities associated with athletics are defined as those recognized and sanctioned by the Alabama High School Athletic Association, and other extracurricular activities are defined as those that are sanctioned by a public school, which are not related to a student's academic requirements or success in a course(s).
- Regular curricular activities are defined as those that are required for satisfactory course completion.

Eligibility Requirements

- Student entering grades 10-12 must, for the last two semesters of attendance and summer school, if applicable, have a passing grade and earn the appropriate number of credits in each of six (6) Carnegie units of credit, including four (4) credits from the four (4) core subjects composed of English, Science, Social Studies and Mathematics with a composite numerical average of 70. Students entering Grades 7 and 8 must, for the last two semesters of attendance and summer school, if applicable, have a passing grade in five (5) subjects with a composite numerical average of 70 with all other rules applying the same as to students in Grades 9-12. Students promoted to the seventh grade for the first time are eligible. A semester is defined as ½ of a school year as defined by the Board's adopted school year calendar.

Mobile County Public Schools Acceptable Use Policy

Introduction
Mobile County Public Schools recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills. To that end, we provide access to technologies for student and staff use.

This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally owned devices on the school campus.

● The Mobile County Public Schools network is intended for educational purposes.
● All activity over the network or using district technologies may be monitored and retained.
● Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).
● Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
● Misuse of school resources can result in disciplinary action.
● Mobile County Public Schools makes a reasonable effort to ensure students' safety and security online but will not be held accountable for any harm or damages that result from use of school technologies.
● Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

Technologies Covered
Mobile County Public Schools may provide Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, and more. As new technologies emerge, Mobile County Public Schools will attempt to provide access to them. The policies outlined in this document are intended to cover *all* available technologies, not just those specifically listed.

Usage Policies
All technologies provided by the district are intended for educational purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, appropriate, careful and kind; don't try to get around technological protection measures; use good common sense; and ask if you don't know.

Web Access
Mobile County Public Schools provides its users with access to the Internet, including web sites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored, and web activity records may be retained indefinitely.

Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user should follow district protocol to alert an IT staff member or submit the site for review.

Email
Mobile County Public Schools may provide users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies. If users are provided with email accounts, they should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origin; should use appropriate language; and should only communicate with other people as allowed by the district policy or the teacher. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

Social/Web 2.0 / Collaborative Content
Recognizing the benefits collaboration brings to education, Mobile County Public Schools may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally identifying information online.

Mobile Devices Policy
Mobile County Public Schools may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network. Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to your care. Users should report any loss, damage, or malfunction to IT staff immediately. Users may be financially accountable for any damage resulting from negligence or misuse. Use of school-issued mobile devices off the school network may be monitored.

Personally Owned Devices Policy
Students must keep personally owned devices at home. Students are provided with a device to complete their school assignments by MCPSS.

Security
Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If you believe a computer or mobile device you are using might be infected with a virus, please alert IT. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

Downloads
Users should not download or attempt to download or run .exe programs over the school network or onto school resources without express permission from IT staff. You may be able to download other file types, such as images of videos. For the security of our network, download such files only from reputable sites, and only for educational purposes.

Netiquette
Users should always use the Internet, network resources, and online sites in a courteous and respectful manner. Users should also recognize that among the valuable content online is unverified, incorrect, or inappropriate content. Users should use trusted sources when conducting research via the Internet.

Users should also remember not to post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it's out there—and can sometimes be shared and spread in ways you never intended.

Plagiarism
Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they didn't create themselves or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author.

Personal Safety
Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks and should carefully safeguard the personal information of themselves and others. Users should never agree to meet someone they meet online in real life without parental permission. If you see a message, comment, image, or anything else online that makes you concerned for your personal safety, bring it to the attention of an adult (teacher or staff if you're at school; parent if you're using the device at home) immediately.

Cyberbullying
Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyber stalking are all examples of cyberbullying. Don't be mean. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else.

Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that your activities are monitored and retained.

Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.

● Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, posts) online.
● Use school technologies at appropriate times, in approved places, for educational pursuits.

● Cite sources when using online sites and resources for research.
● Recognize that use of school technologies is a privilege and treat it as such.
● Be cautious to protect the safety of myself and others.
● Help to protect the security of school resources.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Examples of Unacceptable Use

I will **not**:

● Use school technologies in a way that could be personally or physically harmful.
● Attempt to find inappropriate images or content.
● Engage in cyberbullying, harassment, or disrespectful conduct toward others.
● Trying to find ways to circumvent the school's safety measures and filtering tools.
● Using school technologies to send spam or chain mail.
● Plagiarize content found online.
● Post personally identifying information, about myself or others.
● Agreeing to meet someone I meet online in real life.
● Use language online that would be unacceptable in the classroom.
● Use school technologies for illegal activities or to pursue information on such activities.

Attempt to hack or access sites, servers, or content that isn't intended for my use.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Limitation of Liability
Mobile County Public Schools will not be responsible for damage or harm to persons, files, data, or hardware.

While Mobile County Public Schools employ filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.

Mobile County Public Schools will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

Violations of this Acceptable Use Policy
Violations of this policy may have disciplinary repercussions or legal action, including:
● Suspension of network, technology, or computer privileges
● Notification to parents
● Detention or suspension from school and school-related activities

Lott Middle School Schedules

Regular Bell Schedule		
1st Period	**7:25 a.m. – 8:20 a.m.**	**55 min**
Wildcat Academy **2nd Period**	**8:24a.m. – 9:17 a.m.** I-Ready-Reading/Math, Independent Reading/Small Groups/PBL	**53 min**
3rd Period	**9:21 a.m. – 10:14 a.m.**	**53 min**
4th Period	**10:18 a.m. – 11:11 a.m.**	**53 min**
5th Period	**11:15 a.m. – 12:35 p.m.** 1st Wave 11:20-11:43 2nd Wave 11:45-12:05 3rd Wave 12:10-12:33	**80 min**
6th Period	**12:39 p.m. – 1:32 p.m.**	**53 min**
7th Period (RR)	**1:36 p.m. – 2:29 p.m.**	**53 min**
Dismissal	**2:30p.m. - 2:45 p.m.** 2:30 Announcements (All students are seated) 2:30 All Car Riders 2:32 8th and 7th Main Hall Bus 2:34 6th Grade and Elective Hall Bus	

All Hall Passes Must be Approved, or Students will be considered skipping.

Afternoon Assembly Bell Schedule

1st Period (RR)	**7:25 a.m. – 8:08 a.m.**	**43 min**
2nd Period **Wildcat Academy**	**8:12 a.m. – 8:55 a.m.**	**43 min**
3rd Period (RR)	**8:59 a.m. – 9:42 a.m.**	**43 min**
4th Period	**9:46 a.m. – 10:29 a.m.**	**43 min**
5th Period (RR)	**10:33 a.m. – 11:48 p.m.** 1st Wave 10:35-10:58 2nd Wave 11:00-11:20 3rd Wave 11:22-11:47	**75 min**
6th Period	**11:52 p.m. – 12:35 p.m.**	**43 min**
7th Period (RR)	**12:39 p.m. – 1:22 p.m.** **(Leave Belongings in Classroom)**	**43 min**
Assembly	**1:26 p.m. – 2:26 p.m.**	**60 min**
Return to 7th	**2:26 p.m. – 2:30 p.m.**	**4 min**
Dismissal	**2:28 p.m. - 2:35 p.m.** **2:30 Announcements** **(All students are seated)** **2:30 All Car Riders** **2:32 8th and 7th Main Hall Bus** **2:34 Elective Hall and 6th Grade Bus**	

All Hall Passes Must be Approved, or Students will be considered skipping.

Morning Assembly Schedule

Diagnostic Schedule/Awards Ceremony 8:30-9:30/ACAP

1st Period	**7:25 a.m. – 8:13 a.m.**	**48 min**
2nd Period (RR)	**8:17 a.m. – 9:37 a.m.** **Assembly/Testing** **Schedule**	**80 min**
3rd Period	**9:41 a.m. – 10:29 a.m.**	**48 min**
4th Period	**10:33 a.m. – 11:21 a.m.**	**48 min**
5th Period	**11:25 a.m. – 12:45 p.m.** 1st Wave 11:30-11:53 2nd Wave 11:55-12:15 3rd Wave 12:20-12:43	**80 min**
6th Period	**12:49 p.m. – 1:37 p.m.**	**48 min**
7th Period	**1:41 p.m. – 2:29 p.m.**	**48 min**
Dismissal	**2:30 p.m. - 2:45 p.m.** 2:30 Announcements (All students are seated) 2:30 All Car Riders 2:32 8th and 7th Main Hall Bus 2:34 Elective Hall and 6th Grade Bus	

All Hall Passes Must be Approved, or Students will be considered skipping.

PTO **Activity Schedule**
Fall Festival/Spring Fling/Talent Show

1st Period	**7:25 a.m. – 8:14 a.m.**	**49 min**
	Skip	
3rd Period	**8:18 a.m. – 9:06 a.m.**	**48 min**
4th Period	**9:10 a.m. – 9:58 a.m.**	**48 min**
5th Period	**10:02 a.m. – 11:12 p.m.** 1st Wave 10:05-10:25 2nd Wave 10:25-10:45 3rd Wave 10:45-11:05	**70 min**
Activity	**11:16 p.m. – 12:46 p.m.**	**90 min**
6th Period	**12:50 p.m. – 1:38 p.m.**	**48 min**
7th Period	**1:42-2:30**	**48 min**
Dismissal	**2:30 p.m. - 2:45 p.m.** 2:30 Announcements (All students are seated) 2:30 All Car Riders 2:32 8th and 7th Main Hall Bus 2:34 Elective Hall and 6th Grade Bus	

All Hall Passes Must be Approved, or Students will be considered skipping.

Rosa A. Lott Middle School Student Contract

Student Name: _____ Date: _____

Your child is being placed on a **Grade Retention Notice and Student Contract** due to excessive absences, academic course failures, or both. At this time, your child is at risk of being retained because attendance and/or academic performance is significantly impacting their ability to meet grade-level expectations.

This contract is designed to establish clear expectations and provide the support needed to improve attendance, academic performance, and overall student success. Failure to demonstrate satisfactory improvement may result in grade retention in accordance with district and state guidelines.

My child is being placed on contract for the following reason(s):

Attendance Issues	Academic Course Failures
Excused Absences	ELA
Unexcused Absences	Math
Tardies	Social Studies
Behavior	Science
Other	Other

By signing below, I acknowledge that I have met with a school administrator and understand the expectations outlined in this contract. I understand that _____ must attend school every day, arrive on time, and attend every scheduled class.

I understand that failure to improve attendance and/or successfully meet the academic requirements of the above-listed course(s) may result in failing the course(s) and could lead to grade retention for the following school year, in accordance with district and state promotion and retention guidelines.

Our goal is to ensure the success of every student. We encourage parents/guardians and students to take advantage of all available academic support opportunities, including re-teach/re-test opportunities, extended-day learning, and other school-based interventions designed to promote student success.

Parent Name (Print): _____ Parent Signature: _____

Student Name (Print): _____ Student Signature: _____

Administrator Signature: _____ Date: _____

Lott Middle School Faculty and Staff

Office Staff
Dr. Melissa Whigham- Principal
Dr. Gerald Kelly -Assistant Principal
Olivia Stachowski - Counselor
Vera Brown-Registrar
Whitney Reed-Bookkeeper
Tammy Bussen-Nurse
Amanda Heckman-Attendance Clerk

Instructional Support
Stephen Key (Math/TST/Computer Science)
Anatasia Martin (Media Specialist/TST)
Dr. Phillip Ward (7^{th}/8^{th} ELA)
Allison Hester-Intervention
Ramona Savell-Intervention

Sixth Grade
Stephanie Simison (Social Studies/Yearbook)
Sabrina Lucas (Math)
Tracy Smith (ELA)
Kaylee Huerta (Science)

Seventh Grade
Taylor Parden (Math)
Liza Harville (ELA)
Heather Kihyet (Social Studies)
Tracy Stallings (Science)

Eighth Grade
Erica Brown (Science)
Michael Griffin (Social Studies)
ReAnna Foster (Math)
Brenda Love (ELA)

Electives
Vacancy (LOTC)
Tripp Wilson (WBB/STEM)
Cody Morrison (Band)
John Guthrie (Agriculture/Boys AD)

Special Education Programs
Carol Turner (8^{th} Resource/LEA)
Kim Renihan (6^{th} Resource)
Nakita Leverette (Self-Contained)
Crystal Doherty (7^{th} Resource)

Physical Education
Ashlee Nettles (Girls Athletic Director)
Jacob Warren

Paraprofessionals
Julius Brown
Marlee Dearmon
Evette Lofton
Shawntell Benard
Sloan Shepard

Custodial Staff
Bertha Austin
Laura Brannan
Michelle Edmonds
April Edmonds
Tammey Hughes

Cafeteria Staff
Audra Smith (CNP Manager)
Amanda Dees
Sheryl Glen
Jawanica Kirksey

Other Members
PTO President: Ashley Newton
Maintenance: TBA
ESL Resource Teacher:
Social Worker: Marissa Moore
Special Education: Coordinator Ericka Goodwin
Bus Transportation: Joe Richardson

Lott Middle School

2026-2027 Student Handbook Acknowledgement

We have read, discussed, and understood the expectations and guidelines outlined in the Lott Middle School Student Handbook. Please sign and return this acknowledgement form to your child's 1st period teacher within (5) school days of receiving the handbook.

Student Name: _____

Student Grade and 1st Period Teacher: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Please sign and return this form no later than Friday, August 14, 2026.

Handbook subject to change due to laws, policies, and procedures of MCPSS and the Alabama State Department of Education.

Parent Copy to Remain in Handbook

Notes

Lott Middle School

2026-2027 Student Handbook Acknowledgement

We have read, discussed, and understood the expectations and guidelines outlined in the Lott Middle School Student Handbook. Please sign and return this acknowledgement form to your child's 1st period teacher within (5) school days of receiving the handbook.

Student Name: _____

Student Grade and 1st Period Teacher: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

Please sign and return this form no later than Friday, August 14, 2026.

Handbook subject to change due to laws, policies, and procedures of MCPSS and the Alabama State Department of Education.

Return School Copy