

Wayne County High School



**Student Handbook
2022-2023**

This handbook can be viewed, read and printed online by parents.

Wayne County High School

Name: _____

Address: _____

Grade: _____

School: _____

Policies in this handbook reflect state law/Code, state school board policy and the Wayne County School Board Policy. The Wayne County School Board Policies may be viewed by going to the district web site at www.waynek12.ms.us and then to “Quick Links” on the left, and click “District Policies.” This handbook does not include all school board policies.

Also, by going to the district website students and parents have access to the following:

1. Student’s Grades: Click on “Parent Portal” on the left under “Quick Links.” Enter user name and password that will be provided by each school to check on a student’s grades.
2. Destiny Portal: This link is found under “Quick Links” as well. This link allows one to search what books/materials are available at each school library.

All school employees are bound by the State Code of Ethics viewable under “Quick Links.”

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PROCEDURES

SAFETY

The objective of the Wayne County School District is to conduct all operations safely and efficiently. The district shall provide a safe and healthy workplace, free of recognized hazards that might endanger the health or safety of you and your fellow workers. A vast majority of accidents and injuries occur not because of unsafe conditions but because of unsafe acts. Be ever mindful of safety. An accident or injury not only inflicts pain and perhaps loss of wages upon an injured employee, but also may cause downtime and a loss of service. Management is responsible and accountable for a high level of safety performance and supports work practices that reflect the safest and most efficient methods available for completing required tasks. Safety awareness and promotion is the responsibility of all Wayne County School District employees. **SAFETY SHALL BE FIRST.**

EMERGENCY OPERATIONS

School staff members faced with an emergency affecting the health and welfare of a student will exercise their discretion and judgment as to procedures for handling the emergency, following established policy and procedural guidelines as far as possible. In the event that a student's parent/guardian cannot be reached, the school officials will act to safeguard the student in a reasonable manner.

Schools are sometimes faced with emergencies that require the total cooperation of staff members and students. The Wayne County Schools have detailed plans for operating under such emergency conditions as fire, tornado, flood, severe weather, explosions and other emergencies.

Fire drills and other emergency preparedness measures are a regular part of each school's program. Detailed instructions for emergency operations will be outlined to all students at their respective schools. Students are expected to learn the procedures to be followed under emergency conditions and to cooperate fully with the supervising teacher, staff and/or administrator during drills and/or the actual event of such an emergency.

When a decision must be made to close or dismiss any school(s) within the Wayne County School District, the superintendent or his/her designee will notify local radio and television stations and will use the automated message system to contact students, parents/guardians and school personnel. Parents/Guardians and students should listen for announcements from these communication outlets.

WAYNE COUNTY HIGH SCHOOL

Vision Statement

Wayne County High School is an exemplary Professional Learning Community. To ensure future development and growth, the school must have a clear sense of the goals it is trying to accomplish, the characteristics of the school it seeks to become, and the contributions the various stakeholders in the school will make in order to transform ideals into reality. The following mission statement is intended to provide the standards Wayne County High School should strive to achieve and maintain.

WAYNE COUNTY HIGH SCHOOL

Mission Statement

It is the mission of Wayne County High School to prepare students to be intellectually, emotionally and socially ready for future challenges. We will succeed in this mission by:

1. Providing a positive and safe environment by setting the highest expectations for the entire school population;
2. Including innovative and technologically advanced instruction that is supported by research based “best teaching” practices;
3. Communicating and collaborating between school and the community, serving as a foundation for achieving our goals; and
4. Establishing and maintaining a proactive learner/student centered school.

STUDENT-STAFF RELATIONS

Staff members shall regard each student as an individual. The staff shall aid each student in his/her learning, consistent with district goals. Students shall be treated with courtesy and consideration. Any use of derogatory remarks, directed toward students by staff members shall be prohibited.

Each student is urged to regard staff members as people with specific knowledge and capabilities. No student shall have the right, nor be allowed to interfere with the efforts of the instructional staff to implement a learning program. Furthermore, a student shall not have the right, nor be allowed to interfere with the learning of other students.

Violation of the provisions of this policy shall result in appropriate disciplinary action.

ASBESTOS NOTICE

Asbestos containing materials have been detected in many school buildings in our district, but because of the remote locations or types and the steps taken to manage it, the potential for contact or contamination is very remote.

Certified copies of the initial inspection, the most recent re-inspection and the management plans are available for review at the superintendent’s office and each individual school.

CIVIL RESPONSIBILITIES AND RIGHTS, NOTICES OF ASSURANCE AND COMPLIANCE

Drug And Alcohol Free Schools (JCDAC)

It is the policy of the Wayne County School District to maintain all sites as drug and alcohol free schools and workplaces. This includes any school building; any school premises; and school-owned vehicles used to transport students to and from school or school activities; and off school property during any school sponsored or school approved activity, event or function, such as a field trip or athletic event where students are under the jurisdiction of the school district. Students who violate this policy may be suspended or expelled. Non-school individuals are subject to removal from district premises and arrest.

Tobacco-Free Schools (EBAB)

Consistent with the provisions of Public law 103.22, 20 USC 6083, the Wayne County School District Board of Education bans the use of all tobacco products in all school buildings, school vehicles and on all school property by all persons at all times. This ban extends to employees, students and patrons attending school-sponsored events and meetings. Students who violate this policy are subject to disciplinary measures as prescribed by the student handbook. Non-school individuals are subject to removal from district premises and/or arrest.

Safe Schools (EBB)(EBBA)

The Wayne County School District believes that its schools and facilities should be safe orderly places of learning. Each school maintains procedures and safeguards for crisis management and response; building and grounds security and maintenance; and Codes of conduct for students, staff and patrons that promote the safety and well-being of all concerned.

Effective Schools (IB)(IC)

The Wayne County School District believes that all its schools should be operated in such a way that each child is given the opportunity to the extent possible, to reach their maximum potential. Concurrent with this responsibility is the obligation of parents, guardians, families and the general public to cooperate with, support and contribute to the education process.

Gun-Free Schools (JCBH)(JCDAE)(JCDAE-2)

The Wayne County School District operates in compliance with the Gun-Free Schools Act, Title VIII of the Elementary and Secondary Education Act of 1965. All policies and procedures adopted by the board that affect the conduct and/or discipline of students are supplemented by the requirements of this act. The act prohibits any student from bringing a firearm on school property. The penalty for violating this law is expulsion from school and all of its activities for the minimum period of one calendar year, subject to due process required by law and district policy.

Reporting Guns/Weapons (JCBH)

The Wayne County School District enforces all requirements of the Prevention of School Violence Act, SB 3349. Anyone who knows of or suspects that a gun or dangerous weapon has been brought on campus should report it immediately to a principal or another school official.

Sources of these reports will be kept confidential. Anyone who does not wish to make a report about a gun or dangerous weapon to a school official may call the toll-free SAFE hotline operated by Safety in Firearms Education at 1-800-467-7719. You do not have to give your name. Reports may also be made anonymously to the local Crime Stoppers at 601-735-5323. This information will be relayed to appropriate authorities.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY (FERPA)(FPCO)(JRAB)

The Family Educational Rights and Privacy Act (FERPA)(20 U.S.C.§1232g; 34CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with regards to their children's education records. These rights transfer to the student when they reach the age of eighteen or attend a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- A. Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as a great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for the copies.
- B. Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth their view about the contested information. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his/her view about the contested information.
- C. Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records without consent to the following parties or under the following conditions (34 CFR§99.31).
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena
 - Appropriate officials in cases of health and safety emergencies; and/or
 - State and local authorities within a juvenile justice system, pursuant to state law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, dates, place of birth, honors and awards and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook or newspaper article) is left to the discretion of each school. For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the Federal Relay Service, or you may contact us at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8420

DISCRIMINATION (JAA)

The Wayne County School District does not discriminate on the basis of race, religion, color, national origin, disability, marital status or sex in providing education or access to benefits of education services, activities and programs in accordance with the Title VI, Title VII, Title IX and other civil rights or discrimination issues, Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act. The following officials have been designated to coordinate compliance with these legal requirements and may be contacted at the Wayne County School District office for additional information and/or compliance issues.

COMPLIANCE OFFICERS

Discrimination

Name: Lynn Revette

Address: 810 Chickasawhay Street

Phone: 601-735-4871

Fax: 601-735-4872

Section 504

Name: Belinda Singleton

Address: 1513 Sullivan Drive

Phone: 601-735-3811

Fax: 601-735-6331

SEXUAL HARASSMENT (JDB)

Students in the Wayne County School District are protected from sexual discrimination, including sexual harassment, by Title IX of the Education Amendment of 1972 to the Civil Right Act. It is the intent of the Wayne County School District to maintain an environment free from sexual harassment of any kind. Therefore, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited.

USE OF SOCIAL NETWORK MEDIA (JDDA)

Students who use the social network media to commit acts of bullying or harassment or make threats that cause disruption to the educational environment of the school will be subject to suspension, expulsion and/or arrest.

STUDENT COMPLAINTS OF BULLYING, CYBER-BULLYING OR HARASSING BEHAVIOR (JDDA)

**Amended Policy Bullying or Harassing Behavior in all Public Schools in
Mississippi is prohibited. (MS Code §37-11-67; 37-11-69)**

Definition

Bullying or harassing behavior is any pattern (repeated over time) of gestures or written; or electronic (Cyber-bullying); or verbal communications; or any physical act of threatening communication or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that:

- a) Places a student in actual and reasonable fear of harm to them or damage to their property;
- b) Creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits. A "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior. Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, or at any school sponsored function, on a school bus, or when it takes place off school property when such conduct, in the determination of the school principal; or

- c) Superintendent renders the offending person's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of other students at the school (MS Code §37-11-67; 37-7-301). Harassing behavior or harassment is defined as a knowing and/or willful course of conduct directed at a specific person and which seriously alarms, annoys or threatens that person and which serves no legitimate purpose. The course of conduct must be such as would cause a reasonable person to suffer substantial emotional distress. This harassment can be sexually or racially motivated or motivated because of gender (MS Code §97-3-107).

Procedure for Student Reporting of Bullying or Harassing Behavior

Any student who feels he/she is a victim of bullying or harassing behavior or who has witnessed another student being bullied or harassed should report such conduct immediately to a teacher, counselor, principal or some other school official. Any school official (other than a principal) receiving a report of bullying or harassing behavior from a student should immediately refer the student to a principal. The principal should then clearly document in writing what happened, when and where it occurred, who was involved, and who witnessed the alleged bullying or harassing behavior. The principal should at that time gather any information needed and engage in any investigation needed to determine what action will be taken. If the principal determines that a student has been the victim of bullying or harassing behavior, then the principal will take disciplinary action according to the consequences given for a Level 4 Violation.

HOME AND SCHOOL ACCOUNTABILITIES

Students, parents/guardians and schools have significant roles in ensuring academic success.

Parents/Guardians

Parents/Guardians have the right to expect the following:

- That their child is safe.
- Fair evaluations and treatment of their child.
- Protection of personal property.
- An atmosphere conducive to learning.
- That their child be taught and treated in a competent and professional manner.

Parents/Guardians have the following responsibilities:

- Realize the extent of their responsibility for the behavior of their child.
- Prepare their child to assume the responsibility for their own behavior. Parents are responsible for the behavior of their child while at school and to and from school.
- Foster in their child positive attitudes toward themselves, others, school and community.
- Communicate with school personnel about their child.
- Comply with state law on compulsory attendance, property damage, suspension and expulsion procedures.
- Know and see that their child follows school rules.
- Attend individual or group training sessions and conferences when requested.
- Recognize that the teacher acts as a parent while the child is at school.
- Safeguard the physical and mental health of their child and be responsible for necessary health examinations and immunizations.
- Work with and support school personnel who are trying to help their child.

Students

Students have the following rights within the provisions of constitutional, federal, state and common laws:

- An atmosphere and conducive publications;
- Free speech and student publications;
- Assembly;
- Participation in school program and activities;
- Freedom from discrimination;
- Due process; and
- Participation in decision making.

Students have the following responsibilities:

- Attend school and be on time;
- Take seriously their responsibility to learn;
- Assume responsibility for their personal growth and self-discipline;
- Take care of their personal property;
- Respect the rights and privacy of others;
- Work cooperatively with school personnel and other students;
- Study the school's handbook;
- Know and follow school rules;
- Accept responsibility for their actions; and
- Do not disrupt the educational process.

Parental Consent Requirements

- Receipt of the Wayne County School District Handbook and district disciplinary policies;
- Exemption from release of directory information on a child;
- Exemption from media release;
- Participation in school-sponsored trips;
- Administration of medications; and
- Technology/Internet usage agreements.

**Wayne County High School
Daily Schedule
2022-2023**

Buses Unload at 7:25 A.M.

- Buses unload. Students will go to the cafeteria, pick up their bagged breakfast and go to their 1st block class.
- 9th grade STEM students will take their breakfast to wait until time to load their bus to the Career-Technical Center.
- 10th – 12th grade Career-Technical students will take their breakfast to the front of the Commons to wait until time to load their bus to the Career- Technical Center.

**Wayne County High School
Bell Schedule
Buses Unload at 7:25 a.m.**

Block	9th -12th Grade Bells
1st Block	7:45 - 9:25 (100 Minutes) (5 Minute Break)
2nd Block	9:28 - 11:03 (95 Minutes)
3 rd Block	11:06 - 1:04 (118 Minutes)
	23 Minute Lunch
4th Block	1:07 - 2:42 (95 Minutes)

Bus/Car Bell 2:42 p.m.

2022-2023

Lunch Schedule Procedure

- The beginning time for each lunch time period is the time classes are scheduled to leave the classroom going to the cafeteria. The ending time for each lunch period will be determined by the cafeteria monitors.
- Teachers are to orientate students about proper conduct while in the cafeteria. This should include excessive noise, table manners, proper disposal of trays, etc.
- All students must accompany their class to lunch whether they plan to eat or not.
- It is important that each class take only the scheduled time period for lunch. Teachers are not authorized to give their class or individual students extra time. Any student who is late returning to class will be dealt with according to routine tardy/truancy policy, unless prior approval has been given by the teacher to accommodate an emergency.
- The cafeteria does not serve take-outs. All food purchased in the cafeteria must be consumed there and properly disposed of in the appropriate manner.
- Each teacher is responsible for supervising students at all times during the lunch period.
- No competitive food items may be sold on campus or consumed in the cafeteria one hour prior or during the lunch period.
- Students who do not eat in the cafeteria must report to the cafeteria for proper supervision.
- Students are not allowed to remain in the classroom unsupervised during the lunch period.

Career Technical Center Schedule

****Same as High School Bell Schedule****

Students returning to the high school from the Career-Technical Center will not enter the buildings until the bell rings for the period to end.

VISITORS ON CAMPUS (KM)

Visitors to school campuses are defined as all persons except school employees and currently enrolled students on campus for official school business.

1. Visitors must first obtain a pass from the principal's office immediately upon arriving on campus. The visitor must relinquish either driver's license or keys; these items will be returned to the visitor when they return the school pass. No classroom visits or observations are allowed during instructional time.
2. Visitors who fail to secure written permission from the principal's office to be on campus may be referred to police officials.
3. Students shall not bring siblings or their own children to school.

SECONDARY ADMISSION (JBC)

Whenever any minor child seeks to enroll or applies to enroll in Wayne County High School, the parents/guardian shall accompany them. MS Code §37-15-9(1960)

The School Board encourages the admission of all eligible pupils into our school. Verification of eligibility shall be the duty of the administration to protect our pupils from possible overcrowding with all of its attendant disadvantages and to protect our taxpayers from unwarranted financial burden.

Students will be allowed to enroll in Wayne County High School as long as the parents/guardians are legal residents of the district.

No pupil who formerly was enrolled in another public or private school within the State shall be permanently enrolled in school in the State of Mississippi, until the cumulative record of the pupil has been received from the school from which he/she has transferred. Should such records become lost or destroyed, then it shall be the duty of the superintendent or principal of the school where the pupil last attended to initiate a new record.

When any child applies for admission or enrollment in any public school in the State, the parent/guardian shall indicate on the school registration form if the enrolling child has been expelled from any public or private school or is currently a party to an expulsion proceeding. If it is determined from the child's cumulative record or application for admission or enrollment that the child has been expelled, the school district may deny the student admission and enrollment until the superintendent of the school or his designee has reviewed the child's cumulative record and determined the child has participated in successful rehabilitative efforts including, but not limited to, progress in an alternative school or similar program. If the child is a party to an expulsion proceeding. If the expulsion proceeding is for an act involving violence, weapons, alcohol, illegal drugs or other activity that may result in expulsion, the school district shall not be required to grant admission or enrollment to the child before one (1) calendar year after the date of the expulsion. (MS Code §37-15-9)

Any student who is a legal resident of the school district and has been accepted, or who has clear release from another school district will be allowed to enroll in this school district.

ADMISSION – PUPIL RESIDENCE

Parents/legal guardians shall notify the school immediately upon changes of address, telephone numbers, and/or marital status. In the case of separated or divorced parents, court orders and/or decrees involving custody of children will be the controlling factor when decisions are made concerning admission residency and/or other school matters concerning the student. Any questions concerning the custody of students when court documents have not been filed at the school will be referred to the superintendent and the school attorney.

This school board shall not recognize any legal guardianship formed for the purpose of establishing residency for school district attendance purposes. (MS Code§37-15-31)(1)(d)(1989)

A student seeking enrollment at Wayne County High School shall not be allowed to enroll in or to attend school until the following enrollment packet is completed and returned to a school counselor:

1. A certified copy of the child's birth certificate;
2. A valid immunization certificate consisting of one of the following:
 - Form 121 – Certificate of Compliance
 - Form 121-A – Medical Exemption Certificate
 - Form 121-T- Temporary Compliance Certificate
3. A completed packet;
4. A copy of a Chancery Court order when applicable;
5. A verification of residence with two (2) valid proofs;
6. The address of the student's previous school;
7. An official copy of the student's grades and discipline record at his/her previous school;
8. An official withdrawal form from the student's previous school; and
9. A copy of the Social Security card must be on file, if provided.

STUDENT CHANGE OF ADDRESS OR OTHER PERSONAL INFORMATION

The importance of emergency information for each student cannot be over-emphasized. The school must have accurate access to a student's home address, names of responsible parties and telephone numbers where those parties may be reached at any time when the student is at school. Parents must notify the school when there is a change of address or any change in the above-stated information.

SCHOOL RECORDS (JR)

Transcripts or student records will be released to other agencies if students or parents sign a written request for such release to be made and/or according to state law and/or federal regulations. A student or their parent(s) or legal guardian(s) may view their personal school record upon request made to the appropriate school principal. Any corrections needing to be addressed may be presented to the principal in writing and will be considered for correction. In the event of student transfer, a student's transcripts or records will be forwarded to the receiving school upon receipt of a proper request from the receiving school. Section 9528 of the ESEA, 20 U.S.C. §7908, as amended by the NCLB, and 10 U.S.C. §503, as amended by §544 of the *National Defense Authorization Act for Fiscal Year 2002* (Pub. L. No. 107-107), require LEAS to:

1. Give military recruiters the same access to secondary school students as provided to postsecondary institutions or to prospective employers; and

2. Provide students' names, addresses and telephone listings to military recruiters when requested, unless a parent/guardian has opted out of providing such information. (Military Recruiter Guidance is on FPCO Web site).

A student and their parent(s) or legal guardian(s) have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of Family Education Rights and Privacy Act (FERPA). The name and address of the Office that administers FERPA are as follows:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

HOME-SCHOOLED/TRANSFER STUDENT TESTING (JBCD)

The Wayne County School Board encourages the admission of all eligible students to the Wayne County School District. All students seeking to enter Wayne County High School from a homeschool environment or a non-accredited public or private school within or outside of the boundaries of the State of Mississippi, will be tested for grade and subject area placements in accordance with district and state policies.

ATTENDANCE

ABSENCES/TARDINESS (JBA)(JBAC)(JBD)

A student benefits from good school attendance and promptness to classes. Those benefits include the opportunity to expand present knowledge, the opportunity to learn more, the opportunity for additional practice under the guidance of a professional, the opportunity to interrelate with peers, and the opportunity to participate in one-time unique experiences. Absences from school result in loss of “time on task,” and each student’s absence lowers average daily attendance, resulting in a loss in state funding. School attendance is considered an important responsibility of the student and parents. Because student attendance affects student learning, a parent conference may be required if a student has excessive absences, regardless of whether the absences are excused or unexcused. The Wayne County School District supports the philosophy that the instructional program is the most vital part of formal education. School attendance is considered very important in order for a student to obtain maximum benefits from his educational program; experience has shown that high quality of work is virtually impossible to perform with irregular attendance. Therefore, students are expected to attend school at all times when school is in session.

Points To Remember

1. “Compulsory-school-age child” means a child who has attained or will attain the age of six (6) years on or before September 1 of the calendar year and who has not attained the age of seventeen (17) years on or before September 1 of the calendar year; and shall include any child who has attained or will attain the age of five (5) years on or before September 1 and has enrolled in a full-day public school kindergarten program. MS Code §37-13-91
2. These children must be enrolled in school within fifteen (15) calendar days after the first day of the school year of the public schools which such child is eligible to attend.
3. Upon prosecution of a parent, guardian or custodian of a compulsory-school-age child for violation of this section, the presentation of evidence by the prosecutor that shows that the child has not been enrolled in school within fifteen (15) calendar days after the first day of the school year of the public school which the child is eligible to attend, or that the child has accumulated twelve (12) unlawful absences during the school year at the public school in which the child has been enrolled, shall establish a prima facie case that the child’s parent, guardian or custodian is responsible for the absences and has refused or willfully failed to perform the duties imposed upon him or her under this section.
4. The parent(s)/guardian(s) of these children are responsible for seeing that their children attend school.
5. Days suspended/expelled from school are unexcused unlawful absences, but are NOT reported as truant according to MDE Chapter 30 Rule 30.2 Part 1.b.

Procedures for Return to School

When a student returns to school after an absence, the student should bring a written excuse to the proper school official within three (3) days. The note must contain the date the note was written, the day and date of the absence, the reason for being absent and the signature of the parent/guardian. IF a student returns to school without a written excuse from a parent/guardian, an unexcused absence is recorded until a note, signed by the parent/guardian, is sent to the proper school official within three (3) days.

Student Arrival and Departure Times

Students are not to arrive on the school campus prior to 7:30 a.m., before the beginning of the school day, when teachers report for duty. The school will not assume responsibility for any students arriving on school grounds prior to stated time unless they are transported by school bus. Students are to leave school at the end of the

school day by 3:20 p.m., unless they are participating in a supervised school activity and are under the direct supervision of a teacher.

TARDINESS (JBD)

A pupil is tardy if he/she arrives at any time after the instructional day begins. Any pupil who is tardy must report to the personnel office before going to class.

Tardiness due to personal illness, serious illness in the family, death in the family or other similar emergencies will be excused if a written note or telephone call from the pupil's parent/guardian is presented at the time of arrival. All notes must contain the date, reason, time and phone number where parent/guardian can be reached during regular school hours. Oversleeping, clock failure, missed rides and failure of a vehicle will not be reasons for excused tardiness.

Any student with a medical reason, which due to its nature may cause a student to be tardy from time to time, shall be excused if a doctor has notified the school in advance. The notice will be in writing.

To Class

Pupils are tardy when they enter the classroom at any time after the tardy bell rings. Pupils are allowed time to pass from one class to the next and should not be tardy except in cases of emergency. If an emergency should arise, the pupil should get admittance from the teacher who knows about the emergency. In the event pupils need more than the regular time, they should report to their class first and obtain permission from the teacher.

The student's teacher will excuse or un-excuse tardiness to class except for the first block. If a student finds it necessary to be late for class, the student must check with his/her teacher or the school office first. IF the student is sick, they will report to an administrator in the school office.

Any student missing ten (10) minutes of class after the tardy bell rings will be considered truant or skipping on campus.

Consequences of Tardiness

- **1st Unexcused Tardy:** A warning issued by the teacher.
- **2nd Unexcused Tardy:** A warning issued by the administration.
- **3rd Unexcused Tardy:** Parent contact and one (1) day In School Suspension (ISS).
- **4th Unexcused Tardy:** One (1) day In School Suspension (ISS).
- **5th Unexcused Tardy:** Parent conference required and One (1) day Out of School Suspension (OSS). Students will lose driving privileges on Wayne County High School campus for the remainder of the nine (9) weeks.
- **6th Unexcused Tardy:** One (1) day Out of School Suspension (OSS).
- **7th Unexcused Tardy:** Students will be recommended for Alternative School for the remainder of the nine (9) week period.

All tardies will reset at the beginning of each nine (9) weeks.

ABSENCE FROM CLASS

A student who is in school cannot be absent from class without permission of a principal. Such absences will be unexcused and treated the same as truancy.

ABSENCES (JBA)

Each of the following shall constitute a valid excuse for temporary non-attendance of a compulsory, school-aged child enrolled in public school, provided satisfactory evidence of the excuse is provided to the superintendent of the school district or his designee on the day that the student returns to school. Unless approved by the school administration, absences may not be excused after the day the student returns.

1. An absence is excused when the absence results from the compulsory-school-aged child's attendance of an authorized school activity with the prior approval of the superintendent of the school district or his designee. Such activities may include field trips, athletic contests, student conventions, musical festivals and any other similar activities.
2. An absence is excused when the absence results from illness or injury which prevents the compulsory-school-aged child from being physically able to attend school.
3. An absence is excused when isolation of a compulsory-school-aged child is ordered by the county health officer, by the State Board of Health or by the appropriate school official.
4. An absence is excused when it results from the death or illness of a member of the immediate family of a compulsory-school-aged child. The immediate family member of a compulsory-school-aged child shall include parents, children, spouse, grandparents, brothers and sisters, including stepbrothers and stepsisters.
5. An absence is excused when it results from a medical or dental appointment of a compulsory-school-aged child where an approval of the superintendent of the school district or their designee is gained prior to the absence, except in the case of an emergency.
6. An absence is excused when it results from the attendance of a compulsory-school-aged child at the proceedings of a court or an administrative tribunal if such child is party to the action or under subpoena as a witness.
7. An absence may be excused if the religion to which the compulsory-school-aged child or such child's parents adheres requires or suggests the observance of a religious event. The approval of such absence is within the discretion of the superintendent of the school district or his designee, but approval should be granted unless the religion's observances are of such duration as to interfere with the education of the child.
8. An absence may be excused when it is demonstrated to the satisfaction of the superintendent or their designee that the purpose of the absence is to take advantage of a valid educational opportunity such as travel including vacations or family travel. Approval of such absence must be gained from the superintendent of the school district or their designee prior to the absence but such approval shall not be unreasonably withheld.
9. An absence may be excused when it is demonstrated to the satisfaction of the superintendent of the school district or their designee that conditions are sufficient to warrant the compulsory-school-aged child's non-attendance.
10. However, no absences shall be excused by any school district superintendent or their designee when suspensions or expulsions circumvent the intent and spirit of the compulsory attendance law.
11. Full day attendance occurs when a student is present for 63% of their individual instructional day as fixed by the local school board for each individual school.

EXCUSED ABSENCES (JBD)

In order to receive an excuse, the parent/guardian will do one of the following:

1. Telephone the school on the day of the absence, or on the day the student returns to school. All telephone calls must be accompanied with a note on the day the student returns.

2. Send a written note by the student on the day they return to school. The excuse must be presented to the office at the time of arrival. It should state the reason for the absence and a phone number where a parent may be contacted during school hours. No student will be allowed to re-enter class after an absence without first obtaining an excuse.
3. Telephone the school administration and get prior approval when there is prior knowledge of an absence.
 - a. Truancy will not be approved regardless of written notice or telephone calls.
 - b. Absenteeism and dismissal on days of tests that cover work of one nine weeks or longer will not be approved unless the reason is personal illness, school activity, illness in the immediate family or other situations confirmed in advance by the parent or guardian and agreed to by a principal or assistant principal. Such agreement is to be documented by a principal or assistant principal.
4. Students are expected to make up all work missed due to an absence from school.
5. Any absence exceeding five (5) accumulated days within a semester which is due to personal illness must have a doctor's excuse or the school administration may excuse if determined that approval is in the best interest of the student.

UNEXCUSED ABSENCES

An unexcused absence is an absence during a school day by a compulsory-school-aged child which is not due to a valid excuse for temporary non-attendance. However, students are expected to make up all work missed.

TRUANCY (JBAC)

A student is considered truant when they are absent without the knowledge or consent of parents/guardians and school officials. A student guilty of truancy will be given one (1) day of In School Suspension (ISS) and it will be considered a Level 2 offense. Truancy in which the student leaves campus will be deemed a Level 3 offense. Parents/guardians must accompany such students upon return or personally contact the administration before the student is re-admitted.

EXEMPTION POLICY

Students enrolled in **semester classes** may be exempt from the 2nd and 4th nine weeks exams if they meet the following criteria per semester:

- A three (3) days excused (entire semester), 0 unexcused
- B two (2) days excused (entire semester), 0 unexcused
- C one (1) day excused (entire semester), 0 unexcused
- No Level 3 or above infraction for the semester
- No more than 2 tardies per 9 weeks, per class

Students enrolled in 9 week classes must meet the following criteria in order to be exempt end of 9 week exam:

- A two (2) days excused, 0 unexcused
- B one (1) day excused, 0 unexcused
- C zero (0) days excused, 0 unexcused
- No Level 3 or above infraction
- No more than 2 tardies, per class

NOTE: Any student may choose to take the exam upon request regardless of exemption status.

OFFICIAL ABSENCES-SCHOOL ACTIVITIES

A student who is absent from school cannot participate in any school activity or event that day or night. A student attending part of the day may be excused and allowed to participate if permitted by the principal.

When students have to choose between properly scheduled activities, there will be no loss of credit or reduction of grade.

An official absence is an absence by a student participating in events and activities authorized by the principal and placed on the school calendar when grades are affected by participation or performance. Students will not be officially recorded or unofficially counted as absent from school or individual classes when they are on any school-sponsored activity. Such students will be allowed to make up any work missed.

Field trips must be of an educational nature and must have prior approval of the school administration, the superintendent's office and the school board.

ATHLETIC PARTICIPATION AND ABSENCES

Students participating in extracurricular activities are expected to attend school the day before, the day of and the day after competition. Any absence could limit or prohibit competition. The supervising principal or designee will make the final decision regarding participation.

MAKE-UP-WORK

The pupil will be allowed to make-up missed work due to any absence, tardy or check-outs. Make-up work may be done under the following provisions:

1. The student's teacher will determine when and how missed assignments shall be made up. Students should be expected to complete make-up work after school. However, any work or test assigned previously to an absence is to be turned in or completed the day the student returns to school unless there is an extenuating circumstance.
2. 100% of the grade will be given as credit for make-up work required by the teacher. Under normal situations, the time given for make-up work shall be the same number of days the student is absent.

PROCEDURE FOR CLASSIFICATION AS HOMEBOUND

Any student hospitalized for five or more consecutive days and, upon release from the hospital, must remain bound at home under a doctor's care for 20 or more consecutive days may be classified as homebound. In order to receive such classification, the student must obtain a letter of recommendation from his/her physician.

The letter must be typed on stationery with a doctor's or clinic's letterhead and signed by the physician. In the letter, the physician must explain the necessity for the student being homebound and indicate the number of days the student must remain homebound.

The letter must be presented to the principal, who will determine approval for homebound classification. Homebound status will become effective on the date that the principal grants approval. Teachers will be notified immediately of any student who is homebound and the number of days the student will be homebound. The school district will provide school work for the homebound student according to state law. A homebound student is not excused from assignments and tests.

CHECK-OUTS

While checking out of school is sometimes necessary, the school discourages check-outs as much as possible. Please make an attempt to schedule doctor's appointments after the school day has ended. If check-outs are necessary, they must be done at the end of a block. Calling students to come to the office is disruptive to the instructional environment. No student will be allowed to check out unless the principal or his/her designee determines there is an emergency. No student shall leave school without permission from a principal or his/her designee. Students shall be allowed to check out of school for personal illness or a bona-fide emergency. Students must secure an early dismissal request from the personnel office and a parent/guardian must sign the student out before the student will be allowed to leave school.

Students having an appointment with a medical doctor or dentist or having other valid reason(s) may check out of school as follows:

- A parent/guardian may come to the school and check out a student.
- The student may present a doctor or dental appointment card to the attendance office and receive approval for an early withdrawal.

When a student is checked out, a note must be submitted when the student returns to school. In order for the check-out to be excused, it must meet the guidelines for excused absences. **Early check-outs are strongly discouraged. School based incentives will be given to students who do not have unexcused tardies or check-outs during the nine weeks.**

CHECK-OUT PROCEDURES

The student may present a written excuse from the parent/guardian to the attendance office, which contains the following:

- a. The date written.
- b. The name of the student.
- c. The date(s) of the student's absence.
- d. The reason/cause of the absence or early check-out.
- e. The signature of the parent/guardian.
- f. The phone numbers where the parent/guardian can be contacted.
 1. All requests for early dismissal must be given to the principal by 7:40 a.m. on the day of the absence or check-out and must contain the documentation requested for a written excuse.
 2. If a note or appointment card cannot be verified, school officials reserve the right to refuse the issuance of an excused absence and/or early withdrawal.
- g. The school administration will determine if a check-out is excused or unexcused.
- h. Parents/guardians coming for students during school must wait for the class to end before the student may be checked out unless there is an emergency.
- i. Parents/guardians may physically come and pick up the student (no phone calls will be accepted).
- j. In order to ensure the safety of our students, parents/guardians or other approved adults that parent/guardian have approved on the check-out list may check-out students, but photo identification is required of all adults checking out students.
- k. Any student checking out of school will not return to campus, nor will the student remain on campus after checking out unless he/she has the permission of the administration, unless he/she is returned to school by a parent/guardian.

All calls to parents/guardians due to a student's sickness or other emergency must be made from the

administrative office, unless approved by an administrator. The parent/guardian contacted must speak to a school official before a student can check out and receive an excused early withdrawal.

LEAVING CAMPUS

No pupil may leave school at any time during the school day without permission of a principal or without following proper procedures.

Any pupil leaving school without permission of a principal will be considered truant.

Any student who arrives on campus early must remain on campus. Should any student arrive on campus early and leave, the student will be considered truant and shall be suspended regardless of the time they arrive back to the campus.

Parents/guardians coming for students must wait for the class to end before the student may be checked out unless there is an emergency. Parents/guardians will be asked for photo identification and must wait in the office while waiting for the student.

LEAVING CLASS

Students assigned to a class will be expected to remain under the supervision of their teacher for the entire period. No students are to be dismissed from class unless there is an emergency. Hall passes are required any time a student leaves class for any reason. Students will also be required to sign in and out of class with the hall pass. The sign in and out form should include the following information:

- Student's name;
- Time the student leaves the class;
- Time the student returns to class;
- Nature of the emergency; and
- Signature of the student.

Students are not to work for another teacher unless approved by both teachers first and then approved by the administration.

Only one student will be allowed out of class on a hall pass unless there is an emergency and someone needs to accompany the student.

ACADEMICS

SECONDARY CURRICULUM PROGRAM

The secondary curriculum offered in the Wayne County School District is designed to meet the needs of both college preparatory and non-college preparatory students, including career and technical education courses offered at the Career Technical Center. Course offerings are based upon the ability of the district to obtain licensed teachers endorsed to teach the courses and also upon student demand. Students and parents are strongly encouraged to consult with the school counselor and/or high school principal in regard to course/program planning. It is the student's responsibility to ascertain that they are taking the necessary coursework in order to meet graduation requirements and in order to take courses needed for enrollment at a post-secondary institution.

GRADUATION CONDUCT

Graduates who display inappropriate behavior during the graduation ceremony will receive their diplomas by mail at a later date. Graduation is a formal ceremony; and conduct of students, parents, family and others is expected to reflect its importance. Those being disruptive will be escorted out and not allowed to return to the ceremony.

GRADUATION PARTICIPATION

In order to participate in spring graduation ceremonies, the student must have a 95% attendance rate, must attend the practice activities for graduation and pay all graduation fees and any other fees or fines owed.

CORRESPONDENCE COURSES AND SUMMER SCHOOL

Only correspondence courses listed in the approved courses for secondary schools of Mississippi shall be offered for credit. No more than one (1) of the minimum required units for graduation may be earned through completion of an approved correspondence course. Permission to enroll in a correspondence course or an on-line course must be granted by the principal. (MS Code§37-1-3)(2) Grades for correspondence courses will carry the same weight as courses offered on campus.

ON-LINE COURSES

Students may enroll in on-line courses with their counselor. Students must have the permission of the Wayne County High administration before registration.

DUAL ENROLLMENT AND DUAL CREDIT COURSES

A dual enrolled student is a student who is enrolled in a community or junior college or state institution of higher learning while enrolled in high school.

A dual credit student is a student who is enrolled in a community or junior college or state institution of higher learning while enrolled in high school and who is receiving high school and college credit for post secondary coursework.

Currently, a limited number of dual enrollment and dual credit courses are available through Wayne County High School and Jones Junior College. Additional dual credit agreements between Wayne County High School and other colleges/universities may be developed. Students must have the permission of Wayne County High School administration before registration.

1. Students must have completed a minimum of fourteen (14) core high school units;
2. Students must have a 3.0 grade point average on a 4.0 scale, or better, on all high school courses, as documented by an official high school transcript;
3. Students must have an unconditional written recommendation from their high school principal and/or guidance counselor;

4. Students must have a composite ACT score of 16. To enroll in specific courses may be required to have a higher ACT score. (Example: A math score of 19 or above is required to enroll in college algebra; an English score of 17 or above is required to enroll in English Comp I.
5. Dual enrollment summer courses taken with Jones College require a college transcript be sent to Wayne County High School. This means it is a transfer grade and will follow transfer grade rules.
6. Summer courses are dual enrollment courses.

All online dual enrollment and/or dual credit classes taken through WCHS will become a part of the student's permanent transcript. Grades made in these classes will affect the student's GPA, QPA, Honor Roll, Honor Graduate awards and class rank. English Composition I, English Composition II, College Algebra and College Trigonometry are considered E-2 classes. These classes earn additional quality points directly proportionate to regular courses. All other dual credit classes are considered E-1.

DUAL CREDIT AND HONOR ROLL DETERMINATION

Honor Roll for Q1 and Q3 for dual credit classes will be determined using the dual credit course midterm average. Honor Roll for Q2 and Q4 will be determined using the dual credit course final average.

STUDENT COURSE LOAD

Seniors seeking a standard high school diploma who **have not** completed their Mississippi Subject Area Test requirements will be required to attend a remediation/supplemental instruction course that will require them to have four (4) blocks of instruction per day until the Mississippi Subject Area Test requirement is satisfied. These students **will not** leave after the 3rd block until all SATP tests have been passed.

SCHEDULE CHANGES

Wayne County High School has a No Drop Policy on scheduled classes. Pre-registration at the high school is held during the last months of the school year. Each student is given an opportunity to select the subjects for the following year. Teachers are employed on the basis of students' subject selections. Counselors will provide guidance in a one-on-one situation to ensure students make proper course selections.

Absolutely no change of schedules will be made except for administrative/academic purposes.

EARLY GRADUATION POLICY

Students who desire to graduate prior to the end of their fourth year of high school must complete an application for early graduation. Application for early graduation as well as principal approval must be completed by the end of April of the student's Junior year. Students who do not meet this deadline must have approval of both the counselor and the principal.

In order to participate in early graduation, the student must meet the following:

- Completed all requirements for graduation
- Passed all state-mandated tests

To participate in the graduation ceremony in the spring, students must attend the practice activities for graduation and pay all graduation fees and any other fees or fines owed.

LATE REGISTRATION

Students registering after the beginning of the school year will be required to complete schoolwork missed. This applies to students who have not been enrolled in another school.

ACADEMIC RULES FOR PARTICIPATION IN M.H.S.A.A. ACTIVITIES (JT)

The MHSAA eligibility rules require each student participating in MHSAA sanctioned competitions to make “satisfactory progress toward graduation.” Each school district determines the requirements for “satisfactory progress toward graduation” through its graduation requirements. Each school district must interpret this according to its requirements.

Additionally, according to Mississippi law, a student must maintain a grade point average of at least 2.0 or a “C” average. This will be measured at the conclusion of the first semester using the semester averages of all the courses the student is taking. Students who do not have a 2.0 or a “C” average, he/she will become ineligible for the fall semester.

The most current policies on eligibility from the MHSAA and the Mississippi Department of Education for student participation will be followed when determining whether students are eligible to participate in extracurricular activities. These policies can be found on-line at the websites for the Mississippi High School Activities Association and at the Mississippi Department of Education. Additionally, any policies put in place by the Wayne County School Board will also be used in determining eligibility status.

ACADEMIC GRADES

All academic grades will be recorded and reported numerically. The system of grading is as follows:

- A – Superior**
- B – Above Average**
- C – Average**
- D – Below Average**
- F – Unsatisfactory – Fail**

The numerical grade for each letter is:

- A – 91 - 100**
- B – 81 – 90**
- C – 71 – 80**
- D – 61 – 70**
- F – 60 and below**

Grades for transfer students with alphabetic grades:

- | | | |
|-----------------|---------------|----------------|
| A+ - 100 | A – 95 | A- - 91 |
| B+ - 90 | B – 85 | B- - 81 |
| C+ - 80 | C – 75 | C- - 71 |
| D+ - 70 | D – 65 | D- - 61 |

TESTS, EXAMINATIONS AND GRADE AVERAGING

Nine Weeks Averaging

Major Assignments (Examples: weekly tests, unit tests, topic tests, end of course exams, semester exams, major projects).....	60%
Minor Assignments (Example: classwork).....	30%
Homework	10%
Total	100%

Homework will be given at the discretion of the teacher and will be monitored by the principals for rigor and quality. Homework will not be issued on Fridays.

Final Average in Year-Long Course

The total of each semester average divided by two (2)

Semester Average or Final Average in a Semester Course

The total of each nine weeks average divided by two (2)

Final Average in a Nine Weeks Course

The nine weeks average

PARENTAL REVIEW OF PROGRESS

The report card should not be regarded as the only method of being informed of a child's progress. Parents are encouraged to keep up with their child's accomplishments and to schedule conferences to meet with their child's teacher in order to follow their academic progress. Progress reports are sent home every 4 ½ weeks.

CHEATING

Students caught cheating will be dealt with according to the following:

1st Offense: Student will be given a "0" on the assignment and parents notified. There will be no re-test or alternate assignment given.

2nd Offense: Student will be charged with a Level 3 Violation, receive a "0" on the assignment and parents notified. There will be no re-test or alternate assignment given.

Plagiarism is cheating and is defined as the practice of taking someone else's work or ideas and passing them off as their own.

FOREIGN EXCHANGE STUDENTS

The Wayne County School District accepts foreign exchange students, attending school for the cultural experience, from approved agencies. It will be the responsibility of the exchange agency to complete all Immigration and Naturalization Service Documents.

Exchange students will be placed in grade eleven or below and will not be eligible for individual academic awards. Exchange students may receive special recognition at the discretion of the supervising principal.

Any student attending Wayne County High School, who enters the foreign exchange program, will not receive any academic credit for the experience. However, based on the courses taken, the transcript may be reviewed for academic credit. Enrollment in the foreign exchange program is for the cultural experience only.

GUIDANCE

The idea of guidance, the heart of counseling, is to help an individual to understand himself/herself and to develop a plan of action that will allow them to realize their possibilities and to maximize their potential.

At Wayne County High School, the guidance program is operated through the individual teacher and through three full time guidance counselors at the high school. If at any time a student has a problem, they should contact a counselor for assistance. Parents should also feel free to contact their child’s counselor to discuss academic problems or vocational or academic planning, or to set up a conference with one or more of their child’s teachers.

Academic assistance is available for students in danger of failing. This assistance is provided through the Teacher Support Team at each school.

TEXTBOOKS
Policy Code: ICFA – Textbook Policy
Textbooks

This school district provides textbooks free of charge to students. It is the duty of each student to care for textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. Students should take pride in the upkeep of their textbooks. Teachers are instructed to assess fines for amounts up to the current value of a book when it is obvious that the student has damaged or defaced the book.

Textbook fines and damage replacement schedule:

<u>DAMAGE</u>	<u>FINE</u>
Writing/drawing/scribbling in book	\$1.00 per page
Excess wear/damage but still usable	10% of cost of the book
Cover of book damaged	25% of cost of the book
Spine damaged	25% of cost of the book
Water damaged but still usable	Cost of the book
Water damaged, not usable	Cost of the book
Pages missing, not usable	Cost of the book
Obscene writing/drawing on or in the book	Cost of the book
Non-returned book	Cost of the book

The Superintendent or designee shall establish procedures to support this policy. The Mississippi Public School Accountability Standard for this policy is Standard 19.

MISSISSIPPI DIPLOMA OPTIONS

Begins with incoming Freshmen of 2018-2019

Mississippi has two diploma options: The Traditional Diploma and the Alternate Diploma. The Traditional Diploma is for all students. The Alternate Diploma is an option for students with a Significant Cognitive Disability (SCD).

TRADITIONAL DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	*English I *English II
Mathematics	4	*Algebra I
Science	3	*Biology I
Social Studies	3 ½	*1 World History *1 U.S. History *1/2 U.S. Government *1/2 Economics *1/2 Mississippi Studies
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	*Must occur in the student's junior or senior year, or in the Student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	5 ½	
Total Units Required	24	

Requirements

- Students must identify an endorsement area prior to entering 9th grade. Endorsement requirements can only be changed with parental permission.
- For early release, students must have met College or Career Readiness Benchmarks (ACAT sub scores 17 English and 19 Math or earned a Silver level on
- ACT WorkKeys or SAT equivalency sub scores). Alternately, a student must meet **ALL** of the following:
 - a) Have a 2.5 GPA;
 - b) Passed or met all MAAP assessment requirements for graduation;
 - c) On track to meet diploma requirements; and
 - d) Concurrently enrolled in Essentials for College Math or Essentials for College Literacy.

ALTERNATE DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	*Alternate English Elements I – IV
Mathematics	4	*Alternate Math Elements I – III *Alternate Algebra Elements
Science	2	*Alternate Biology Elements *Alternate Science Elements II
Social Studies	2	*Alternate History Elements (Strands: U.S. History and World History) *Alternate Social Studies Elements (Strands: Economics and U.S. Government)
Physical Education	½	
Health	½	*Alternate Health Elements
Art	1	
Career Readiness	4	*Career Readiness I – IV (Strands: Technology, Systems, Employability and Social)
Life Skills Development	4	*Life Skills Development I – IV (Strands: Technology, Systems, Personal Care and Social)
Additional Electives	2	
Total Units Required	24	

TRADITIONAL DIPLOMA ENDORSEMENT OPTIONS

Students pursuing a Traditional Diploma must identify an endorsement prior to entering 9th grade. There are three endorsement options: Career and Technical, Academic or Distinguished Academic Endorsement.

Curriculum Area	Carnegie Units	Required Subjects
English	4	*English I *English II
Mathematics	4	*Algebra I
Science	3	*Biology I
Social Studies	3 ½	*1 World History * ½ U.S. Government * ½ Mississippi Studies *1 U.S. History * ½ Economics
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	*Must occur in the student's junior or senior year, or in the student completion of a 4 – year sequence.
Technology or Computer Science	1	
CTE Electives	4	*Must complete a four course sequential program of study
Additional Electives	3 ½	
Total Units Required	26	

Additional Requirements

- Earn an overall GPA of 2.5
- Earn Silver level on ACT WorkKeys
- Earn two (2) additional Carnegie Units for a total of 26
- Must successfully complete one of the following:
 - One CTE dual credit or earn articulated credit in the high school CTE course
 - Work-Based Learning experience or Career Pathway Experience
 - Earn a State Board of Education approved national credential

ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	*English I *English II
Mathematics	4	*Algebra I + two (2) additional math courses above Algebra I
Science	3	*Biology I + two (2) additional science courses above Biology I
Social Studies	3 ½	*1 World History *1 U.S. History * ½ U.S. Government * ½ Economics *½ Mississippi Studies
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	* Must occur in the student's junior or senior year, or in the student completion of a 4 year sequence.
Technology or Computer Science	1	
Additional Electives	7 ½	* Must meet CPC requirements for MS IHLs
Total Units Required	26	

DISTINGUISHED ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	*English I *English II
Mathematics	4	*Algebra I + two (2) additional math courses above Algebra I
Science	4	*Biology I + two (2) additional science courses above Biology I
Social Studies	4	*1 World History *1 U.S. History * ½ U.S. Government * ½ Economics * ½ Mississippi Studies
Physical Education	½	
Health	½	
Art	1	
College and Career Readiness	1	* Must occur in the student's junior or senior year, or in the student completion of a 4 year sequence.
Technology or Computer Science	1	
Additional Electives	8	* Must meet CPC requirements for MS IHLs
Total Units Required	28	

Additional Requirements

- Earn an overall GPA of 3.0
- Courses must meet Mississippi IHL CPC –recommended requirements
- Earn national college readiness benchmarks on each subtest established by ACT of 18 in English and 22 in Math or SAT equivalency sub-score.
- Earn four additional Carnegie Units for a total of 28
- Must successfully complete one of the following:
 - a) One AP course with a B or higher and take the appropriate AP exam
 - b) One Diploma Program-IB course with a B or higher and take the appropriate IB Exam
 - c) One academic dual credit course with a B or higher in the course.

SUBJECT AREA TESTS

Students entering a Mississippi public school will not be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie Units earned by the student in a public school of another state as fulfilling the requirements for a Mississippi high school diploma.

Students entering a Mississippi public school will not be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie Units earned by the student in a private school as fulfilling the requirements for a Mississippi high school diploma, provided the private school is accredited regionally or by the state of Mississippi.

Students entering a Mississippi public school will be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie units earned by the student in a private school as fulfilling the requirements for a Mississippi high school diploma if the private school is not accredited regionally or by the state of Mississippi.

Students entering a Mississippi public school will be required to pass any end-of-course Subject Area Test in a course for which the school accepts Carnegie units earned by the student through homeschooling as fulfilling the requirements for a Mississippi High School Diploma.

Any Mississippi public school student who fails to pass a required Subject Area Test will be offered a chance to retake the test two times each year until a passing score is achieved or meets one of the other graduation assessment options.

Any Mississippi public school student shall not be awarded Carnegie unit credit unless the core objectives identified in the Mississippi Curriculum Framework have been mastered. Passage of the required Subject Area Test is a separate requirement towards graduation and shall not be criteria for awarding Carnegie unit credit.

State Board Policy 3803 contains the following revision effective for students enrolled in the 2014 – 2015 school year. Beginning with school year 2014 – 2015, students shall graduate by passing the course and meeting one (1) of the following options:

- a) Passing the applicable end-of-course Subject Area Test;
- b) Using options outlined in State Board Policy 3804; and/or
- c) Using the end-of-course Subject Area Test score with the overall course grade based on the Concordance Table for each of the four end-of-course Subject Area Tests as provided to the school districts by the *Mississippi Department of Education* (MDE). (Students must be enrolled in school in order to utilize this option).

VALEDICTORIAN, SALUTATORIAN & HISTORIAN SELECTION

A valedictorian, salutatorian and historian will be named for each graduating senior class. In order to qualify for any one of these three honors, a student must have attended Wayne County High School during their junior and senior years, must have been classified as a senior at the beginning of the school year, must meet college entrance requirements for the state of Mississippi and must not have suspended in grades 11 – 12.

Selection Process

1. The rank in class will be computed at the end of the first semester of the senior year.
2. Rank in class will be determined by using a weighted grade point average system.
3. The student must be enrolled in their junior and senior years at Wayne County High School.
4. All courses, except those listed below, will be included in the computation of Quality Point Average (QPA) and rank in class.

Excluded Courses

- ACT Prep
 - Advanced Seminar
 - All Compensatory/Companion Classes
 - All Fine Arts
 - Driver's Education
 - Journalism, Newspaper, Yearbook
 - JROTC I – VIII
 - Learning Strategies
 - Physical Education
5. Courses taken in home school will be deleted from the computation.
 6. In the event a tie exists in the first averaging process, a numeric average of eligible courses will then be computed (to at least the fifth decimal place). If a tie exists following the numeric computation, the student with the highest ACT score at the time of computation will be awarded the higher honor.
 7. In the event a student takes a course twice, the courses will count in class rank; however, the lower grade's GPA will be excluded. This "exclude" will only take place on the Y1 GRADE. Courses can only be taken twice if the student did not earn the Carnegie unit. Once a Carnegie unit is earned, a student may not retake the course in order to improve class rank or GPA.

TOP 10 IN CLASS

In order to be considered for the top ten (10) positions in class rank, students must have taken an AP and/or dual credit courses and at least two (2) advanced or accelerated classes.

CLASS RANKINGS/GRADE POINT AVERAGE

Students in high school should pay attention to class rankings as these are often used to determine scholarships and local school honors. Class rank is computed using grades up through the end of 1st semester, senior year. Rank is computed to the 4th decimal place, except to break a tie. If a tie exists at the 4th decimal place, the student with the highest ACT score will receive the higher honor.

In addition, students should also be aware of their GPA. The final GPA for graduating seniors includes all grades through the end of the students' senior year. Grade point averages as well as class rank can be determining factors for college scholarship awards and local school honors.

CLASSIFICATION OF GRADE LEVEL

Classification for Grades 9 – 12 (JEE)

9th Grade Classification: 0 – 5.5 Units

10th Grade Classification: 6 – 11.5 Units

11th Grade Classification: 12 – 17.5 Units

12th Grade Classification: 18 and above

Level of classification is based on obtaining the Carnegie units listed below:

- A student will be classified as a **freshman** upon promotion from the 8th grade.
- A student will be classified as a **sophomore** after successfully completing English I*, one (1) unit of math, and four (4) additional units for a minimum of six (6) units.
- A student will be classified as a **junior** after successfully completing English I, English II*, two (2) units of math and eight (8) additional units for a minimum of twelve (12) units.
- A student will be classified as a **senior** after successfully completing English I, English II, and one (1) additional unit of English credit and thirteen (13) additional units for a minimum of eighteen (18) units.

To participate in graduation exercises, a student must:

- Be classified as a senior;
- Have passed all state mandated exit exams;
- Have 95% school attendance rate; and
- Met all other state and local requirements for a high school diploma.

QUALITY POINTS

A quality point system will be utilized to compute and determine the rank-in-class of graduating seniors. Rank-in-class is defined as the comparison of a student's academic performance with those of the members of his/her graduating class.

Class rank is computed on the basis of quality points, rather than on grade-point average, and projects a more accurate profile of academic performance. It is also designed to encourage students to enroll in more challenging courses.

Students in advanced courses earn additional quality points directly proportional to regular courses. In this way, those students in courses of standard academic difficulty set the 4.0 norm. Additional quality points assigned to advanced academic courses merely serve to achieve a more accurate class ranking.

The semester grade for each academic subject carrying one-half unit or more is converted on the quality-points are added together and then divided by the total number of semester grades. The rank is computed at the end of the first semester of the senior year. The computation of Quality Point Average (QPA) and rank in class will be posted on all school records. In computing class rank the quality point average will be carried out to four decimal places.

E-1 Courses

Accelerated English, Anatomy and Physiology, Algebra II, Chemistry, Foreign Language II, Algebra III, Advanced Algebra I, Advanced Biology I, Advanced Geometry, Advanced Algebra II and Dual Credit Courses other than those listed above.

E-2 Courses

Advanced Placement courses, Physics, Foreign Language III, and Dual Credit English Composition I and Dual Credit English Composition II, Dual Credit College Algebra.

All courses offered by Wayne County High School will be grouped for weighting purposes into one of four categories:

- 1 – General Education (Reg.)
- 2 – College Preparatory (E-1)
- 3 – Advanced Placement (E-2)
- 4 – Not Computed (*)

WEIGHTED GRADE POINT AVERAGE GRADE POINT EQUIVALENT

Numerical Grade	General Education	E -1	E -2
100	4.0	4.5	5.0
99	3.9	4.4	4.9
98	3.8	4.3	4.8
97	3.7	4.2	4.7
96	3.6	4.1	4.6
95	3.5	4.0	4.5
94	3.4	3.9	4.4
93	3.3	3.8	4.3
92	3.2	3.7	4.2
91	3.1	3.6	4.1
90	3.0	3.5	4.0
89	2.9	3.4	3.9
88	2.8	3.3	3.8
87	2.7	3.2	3.7
86	2.6	3.1	3.6
85	2.5	3.0	3.5
84	2.4	2.9	3.4
83	2.3	2.8	3.3
82	2.2	2.7	3.2
81	2.1	2.6	3.1
80	2.0	2.5	3.0
79	1.9	2.4	2.9
78	1.8	2.3	2.8
77	1.7	2.2	2.7
76	1.6	2.1	2.6
75	1.5	2.0	2.5
74	1.4	1.9	2.4
73	1.3	1.8	2.3
72	1.2	1.7	2.2
71	1.1	1.6	2.1
70	1.0	1.5	2.0
69	0.9	1.4	1.9
68	0.8	1.3	1.8
67	0.7	1.2	1.7
66	0.6	1.1	1.6
65	0.5	1.0	1.5
64	0.4	0.9	1.4
63	0.3	0.8	1.3
62	0.2	0.7	1.2
61	0.1	0.6	1.1
60	0.0	0.5	1.0

STAR STUDENT SELECTION

The student in the graduating class with the highest ACT score will be designated as the school's STAR Student. The test for this score must be taken on or before the ACT National testing date during the month of December. In addition, all guidelines of the STAR Student selection process will be followed.

OTHER HONORS AND AWARDS

Special Academic Honor Graduate

To qualify as a special academic honor graduate, a student must have an overall GPA of 3.5 or above with no semester grade below 85 in any course.

Honor Graduate

To qualify as an honor graduate, a student must have an overall GPA of 2.5 or above with no semester average below 75 in any course.

Nine Weeks All A's Honor Roll

To qualify for all A's honor roll, a student must have a final grade of 91 or above in courses taken. All courses will be considered.

Nine Weeks Honor Roll

To qualify for Honor Roll, a student must have 81 or above in courses taken. All courses will be considered.

Overall Highest Subject Average Award

The student with the highest average in each academic subject will receive an award. Teachers will give the Awards Committee the name of the student who has the highest average in each academic subject taught. If a teacher has two or more students with the same average, the teacher will administer a comprehensive exam in order to break the tie.

From the names submitted to the Awards Committee, the committee shall determine the student with the highest average in each subject. If the Awards Committee discovers a tie between students who have had different teachers, all students involved in the tie will receive an award in that subject.

All Year Honor Roll

Students who are on honor roll each nine weeks will receive an All Year Honor Roll Award. The list of students who made All A Honor Roll or A-B Honor Roll for the first three nine weeks will be displayed around the campus for students to check the spelling of their names and to see if their name is on the list. Students who believe they have earned this honor but do not find their name on the list or find their name is spelled incorrectly should sign a list in student personnel and ninth graders will sign the list in the ninth grade principal's office. It is the student's responsibility to verify this information before the awards program. No corrections will be made after the program.

Perfect Attendance

Perfect Attendance awards will be presented to students who have been present in every class all day for the entire year. Students may not check out or check in. School activities are counted as being present, but activities must have been marked in the computer. Students who believe they qualify for this honor should sign the list in student personnel and the ninth graders will sign in the ninth grade principal's office. Attendance records will be verified and checked up to the day of the award ceremony. (Students must not have had tardies to class.)

Subject Area Awards

Each teacher will identify the student in their class with the highest average. If a teacher has two (2) or more students with the same average, the teacher must break the tie. Each teacher will then give the name of the student with the highest average in each academic subject taught to the awards committee.

From the names submitted to the awards committee, the committee shall determine the student with the highest average in each subject. If the awards committee discovers a tie between the students who have different teachers, all students involved in the tie will receive the overall subject area award.



Wayne County School District has partnered with local businesses and the Public Education Forum of Mississippi to motivate students to complete a rigorous course of study in high school. Business leaders may visit classes of 8th grade students prior to pre-registration to emphasize the need for selecting high school courses wisely. Seniors who complete the course requirements and additional expectations will receive recognition.

**MISSISSIPPI SCHOLARS CURRICULUM
For Seniors of School Year 2016 and Later**

English Language Arts

Four (4) credits must consist of:

- English I [1]
- English II [1]
- Two (2) additional English credits above English II and approved for admission to IHL

Mathematics

Four (4) credits must consist of:

- Algebra I [1]
- Algebra II [1]
- Geometry [1]
- And one (1) Carnegie Unit of comparable rigor and content may come from Mathematics courses approved for Mississippi Scholars Credit (mississippischolars.ms).

Science

Four (4) credits must consist of:

- Biology I [1]
- Chemistry I [1]
- Any two (2) Carnegie Units of comparable rigor and content above Biology I and Chemistry (Physics [1] preferred). Additionally, one (1) Carnegie Unit may come from a CTE course.

Social Studies

Four (4) credits must consist of:

- World Geography [1/2]
- Mississippi Studies [1/2]
- World History Studies [1/2]
- U.S. History [1]
- U.S. Government [1/2]
- Economics [1/2]

Arts

One (1) credit

- One (1) Carnegie Unit of visual and performing arts meeting the requirements for high school graduation; or
- Two (2) units for the completion of the two (2) course sequence Computer Graphics Tech I & II.

Advanced Electives

Two (2) credits must consist of:

- Two (2) foreign languages or a 5th Math or 5th Science of higher rigor; or
- Any two (2) dual credit courses.

Additional Requirements

- 40 hours of community or volunteer service during high school for seniors graduating in 2018-2021 (80 hours for seniors graduating in 2022 and later).
- Minimum of 18 ACT composite score (overall score) for seniors graduating in 2018-2021 (19 for seniors graduating in 2022 or later) or Minimum 36 ASVAB (Armed Services Vocational Aptitude Battery Test) or Silver Level WorkKeys.
- 2.5 cumulative high school GPA on a 4.0 scale;
- 95% school attendance during four (4) years of high school

- Three (3) letters of recommendation (one from each of the following: principal, guidance counselor and business/community leader for students with more than four (4) in-school suspensions).
- No out-of-school suspension

Mississippi Scholars must also complete any remaining state-mandated high school graduation requirements. *Advanced Placement courses may be substituted in Mississippi Scholars subject area.*



MISSISSIPPI SCHOLARS TECH MASTER CURRICULUM

Mississippi Tech Master Students are preparing for their future careers. Employers are concerned with ensuring that both potential and incumbent employees have the skills necessary to thrive in today's workplace.

Current MDE Career Pathway Track – Academic Course of Study:

(4 Credits) English

(3 Credits) Math – Algebra I – Math above Algebra I (Course has to be related to program of study)

****Geometry Mandatory**

(3 Credits) Science – Biology I and 2 courses above Biology I

(3 Credits) Social Studies – American History, Government and MS Studies

(1 Credit) Computer

(1/2 Credit) Health or PE

*(2.5) Electives of your program of study

*4 CTE Credits in the same area of study – Must take 4 CTE credits – Non-negotiable

Must have 21 minimum credits – Students can go the 21 or 24 credit route allowing time for internship.

Additional Requirements for Recognition of Mississippi Scholars Tech Master Listed Below:

- 40 hours of community or volunteer service during high school pilot year for seniors graduating in 2018-2021 (80 hours for seniors graduating in 2022 and later)
- Minimum of 18 ACT composite score (overall score) for seniors graduating in 2018-2021 (19 for seniors graduating in 2022 or later) or
- Minimum 36 ASVAB (Armed Services Vocational Aptitude Battery Test) or
- Silver Level WorkKeys
- 2.5 high school GPA
- 95% school attendance during high school years
- No out-of-school suspension

Must attain a passing score, as established by the Mississippi Department of Education (MDE), on the Mississippi Career Planning and Assessment System (CPAS2) or a passing score on an MDE approved industry certification assessment.

Mississippi Scholars Tech Master must complete any remaining State-Mandated high school graduation requirements. Dual credit courses are acceptable

STUDENT CONDUCT

DEMONSTRATIONS AND STRIKES

The Wayne County School District is responsible for providing an appropriate educational program for school aged children within the school district.

The right of a student to attend school and receive a suitable education is determined by state statutes. However, the school district will not tolerate any disruptions or interference through violence, vandalism, seizure of any area of school property, sit-ins, walk-outs or other methods of disruptions that violate this right.

STUDENT DISCIPLINE (JD) (JDA)

The Wayne County School Board has the power, authority and the duty to suspend or expel a student for misconduct in the school, upon the school buses, at the bus stop, on the road to and from the school, during recess, upon the school playground or at school sponsored activities and to delegate such authority to the appropriate officials of the school district. (MS Code §37-7-301)(e)(1987)(§37-9-69)

The Wayne County School District supports teachers' efforts to teach and address the growth of positive student attitudes and behavior. Disruptive students will be referred to the school administration.

Disruptive behavior is defined as conduct that is so unruly, disruptive or abusive that it seriously interferes with the school teacher's or the administrator's ability to communicate with students in the classroom, with student's ability to learn or with the operations of a school-related activity and which is not covered by other laws related to violence or possession of weapons or controlled substances on school property, school vehicles or at school related activities. SB 2239(6)

Habitual disruptive student refers to actions of a student who has caused disruption in a classroom, on school property or vehicles, or at a school-related activity on three (3) or more occasions during a school year and which was initiated by the student and required the attention of school personnel to deal with the disruption. SB 2239(6)

No student shall be considered habitually disruptive before the development of a behavior modification plan by a principal, teacher and parent. After the second act of disruptive behavior during a school year, a psychological evaluation may be performed upon the child. SB 2239(6) Any student who is thirteen (13) years of age or older who does not comply with the behavior modification plan shall be deemed habitually disruptive and subject to automatic expulsion on the occurrence of the third act of disruptive behavior during a school year.

STUDENT CONDUCT (JCA) (JCB) (JDA)

Citizenship in a democracy requires respect for the rights of others. The students of Wayne County High School shall be expected to conduct themselves in a manner that the rights and privileges of others are not violated. Students shall respect constituted authority and conform to school rules and regulations and provisions of law

which apply to the conduct of juveniles or minors. A principal may suspend or recommend expulsion of a student who violates one or more of the following specific standards of conduct while on school grounds, during a school related activity or on a school bus. (MS Code§37-9-71)

Also, included is a conduct occurring on a property other than school property or other than at a school related event when the conduct by a pupil, in the determination of the school superintendent or principal renders that pupil's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole. (MS Code §37-7-301). Any school official may correct any type of student misconduct.

- A. Causes or attempts to cause damage to school property or steals or attempts to steal school property;
- B. Causes or attempts to cause damage to private property or steals or attempts to steal private property;
- C. Causes or attempts to cause physical injury to another person except in self-defense;
- D. Continued disobedience or persistent defiance of proper authority. §37-1-43;
- E. Behavior which is detrimental to the welfare, safety or morals of other students; §37-11-1
- F. Using unchaste or profane language, the use of unchaste or profane writing and/or the drawing of obscene pictures;
- G. Using or possessing any tobacco products;
- H. Committing any offense which tends to interfere with the educational process;
- I. Using, possessing, selling or being under the influence of alcohol on a school campus or school bus or at any school-related activity;
- J. Using, possessing, selling or being under the influence of alcohol on a school campus or school bus or at any school-related activity;
- K. Possesses one or more self-defense devices (mace, pepper spray and other chemical sprays);
- L. Any student whose conduct interferes with the learning process of others will be removed from the classroom and dealt with immediately;
- M. Because of the nature of the classes at the Career-Tech Center, students must be on their best behavior. Any serious violations of the discipline Code (fighting, disrespect, violation of safety procedures, defiance of authority, illegal drugs, alcohol, etc.) will result in disciplinary action, which may include suspension or expulsion from school and denial of participation in those courses in the Career-Technical Center where the offending student would be a threat to himself, herself or to other students.

ASSERTIVE DISCIPLINE LADDER

The discipline program which governs student behavior includes behaviors and consequences that result in a student being placed on a discipline ladder. All disruptions/discipline problems and consequences are applicable to all students during all periods of time they are under and subject to the jurisdiction of the Wayne County School District as defined by the laws of the State of Mississippi and/or while they are participating in or going to or from any activity sponsored by Wayne County High School and/or while under the supervision and direction of any teacher, principal or other authority of Wayne County High School.

CLASSIFICATION OF MISBEHAVIORS

In order to develop an effective discipline plan, it is necessary to classify behavior according to the degree or severity. Excessive or extreme disrespect should not be tolerated by any teacher and is addressed as a Level 3 Violation. It is also important to provide guidance as to who has responsibility to manage each category of misbehavior. Therefore, each misbehavior shall be classified in one of five (5) categories.

Parents who do not want their child to be paddled should obtain and sign a Corporal Punishment Disallowance Form from the Wayne County High School office. Principals may choose to address any Level 1, 2 or 3 Violation with corporal punishment if a principal deems it appropriate.

LEVEL 1 VIOLATIONS

These misbehaviors are minor infractions of school policy. Management of Level 1 misbehaviors will begin with the teacher in accordance with the sequence of actions outlined below. However, if a student continues with Level 1 misbehavior after a teacher has followed and documented the procedures below, then the teacher may upgrade the misbehavior to Level 2 misbehavior. The teacher's procedure for managing a Level 1 misbehavior which occurs in his/her classroom will be as follows:

Level 1 violations include the following:

- A. No consumption of food or drink in the classroom (except for breakfast) and no carrying of food, drinks or gum into the building unless the items are concealed in a legitimate book bag or lunch box.
- B. Intentional littering
- C. Improper cafeteria conduct
- D. Inappropriate displays of affection
- E. Making excessive noise
- F. Talking in class
- G. Sleeping in class
- H. Failure to follow classroom rules
- I. Refusal to do work
- J. Disruption of learning
- K. Violation of the grooming rules
- L. Tardies
- M. Violation of dress code rules

1st Offense: Verbal warning upon first occurrence
Change seating assignments

2nd Offense: Notify parent of misbehavior

If any teacher or other school employee observes a student committing a Level 1 Violation outside the classroom or in the cafeteria, then the teacher or school employee should approach the student and ask the student to correct the misbehavior. If the student refuses, then the student should be sent to the office. This refusal will be treated as a Level 2 Violation.

LEVEL 2 VIOLATIONS

The following misbehaviors warrant immediate referral to administrators for action as soon as possible:

Level 2 violations include the following:

- A. Inappropriate or disrespectful written or verbal comments to students, teachers or staff
- B. Skipping on campus or leaving class without permission
- C. Any Level 1 misbehavior that has been upgraded to Level 2 according to procedure
- D. Being in an unassigned area
- E. Refusal to stop disruption of learning after the teacher has warned the student or has applied disciplinary intervention. Teachers should notify the office immediately.
- F. Continued refusal to complete class assignments

- G. Cell phone violation (use of cell phone at an inappropriate time) Cell phones are allowed:
1. Before school
 2. Break
 3. Lunch

When students enter the classroom, cell phones are to be **turned off and** turned into the teacher until the end of the block. **Refusal to turn a cell phone in is a Level 3 Violation.**

Under routine circumstances, an administrator managing Level 2 Violations will apply the sequence of disciplinary actions listed below. However, depending upon the frequency and seriousness of the student's misconduct, the administrator may advance immediately to any disciplinary step in the procedure.

LEVEL 3 VIOLATIONS

The following misbehaviors are considered major violations. An administrator should be called for students guilty of such violations for disciplinary action.

Level 3 Violations include the following:

- A. Any Level 1 misbehavior that has been upgraded to Level 2 according to procedure.
- B. Using extreme profanity or provocative language.
- C. Physical contact or verbal provocation.
- D. Possessing, using or transferring tobacco products including electronic smoking devices and cigarette lighters.
- E. Physical harassment of a sexual nature, which includes but is not limited to unwelcome touching, pinching, patting or brushing against another person.
- F. Gambling
- G. Skipping and/or leaving campus.
- H. Refusal to comply with grooming rules.
- I. Extreme or excessive written, verbal or electronic disrespect or using extreme or excessive profanity or provocative language to teachers or staff members.
- J. Refusal to give name upon request.
- K. Refusal to follow directions of school personnel.
- L. Disruption in school assemblies.
- M. Refusal to give cell phone, tablet, laptop or other electronic device to a teacher, administrator or staff.
- N. Inappropriate posting, texting, videoing, recording or use of social media during school hours.
- O. Making inappropriate written, verbal or electronic comments to teachers or staff.
- P. Students wearing any clothing or presenting themselves in a manner that would identify gang affiliation or any other illegal activity. This includes cuts in eyebrows, one pants leg or shirt sleeve rolled up or clothing advertising gang-related signs, colors or written signs.

Under routine circumstances, an administrator managing a Level 3 Violation will apply the sequence of disciplinary actions listed below and may have a student arrested. However, depending upon the frequency and seriousness of the student's misconduct, the administrator may advance immediately to any disciplinary step in the procedure.

The normal sequence, depending upon circumstances, is as follows:

- Two (2) days Out of School Suspension (OSS) with parent conference.
- Three (3) days Out of School Suspension with Parent conference.
- **Referrals beyond 3rd Office visit** will be automatically moved to **Level 4 Violations**.

LEVEL 4 VIOLATIONS

The following misbehaviors are not only violations of school policy but also violations of state laws. Any teacher who observes any unlawful activity shall notify an administrator immediately. The administrator shall notify the parents or guardians of the student committing the act and shall suspend the student for three (3) days and in most unlawful activities shall have a student arrested. Furthermore, administrators shall notify the Superintendent of Education or his designee, and then the proper authorities will be notified.

Level 4 Violations include the follow:

- A. Fighting and/or initiating a fight (arrest dependent upon severity). Any fight that involves a group/gang may be recommended for expulsion. Watching and/or boosting a fight may result in the same punishment as those fighting.
- B. Theft or damage of school/private property.
- C. Aggravated or simple assault upon anyone.
- D. Rape
- E. Sexual battery.
- F. Verbally or maliciously threatening another person.
- G. Threatening with a play/water gun.
- H. Sexual misconduct.
- I. Habitually disruptive.
- J. Bullying, cyberbullying or harassing behavior.
- K. Pornography/using cell phone or other electronic device to produce/post pornography.
- L. Possession or under the influence of alcohol.
- M. Statement by student that they are in possession of a weapon (ie. knife, gun, etc.)

Under routine circumstances, an administrator managing the above infractions will apply the sequence of disciplinary actions listed below. However, depending upon the frequency and seriousness of the student's misconduct, the administrator may advance to any step in the procedure. The normal sequence, depending upon the circumstance, is as follows:

- Suspension for six (6) days and recommend Alternative School; or
- Suspension for six (6) days and recommend expulsion.

LEVEL 5 VIOLATIONS

Mississippi State Law requires that an Administrator recommend automatic expulsion for a student guilty of the following violations. Discipline procedures are addressed for each of these offenses in detail in the student conduct section of the handbook.

- A. Involvement in any gang-related activities. MS Code §37-11-37
- B. Possession of any instrument defined as a weapon. MS Code §37-11-18
- C. Possession or under the influence of drugs. MS Code §37-11-18
- D. Possession of explosive devices. MS Code §37-11-18

- E. Commits a violent act on school property. MS Code §37-11-1
* Suspension for six (6) days and recommend automatic expulsion.

ELECTRONIC DEVICES

When electronic devices are used for academic purposes in the classroom, the teacher must develop an electronic device procedure.

SPECIAL EDUCATION STUDENTS

A special education student may be suspended from school if their behavior represents an immediate physical danger to themselves or constitutes a clear emergency within the school which makes removal from school essential. Such removal shall initiate a comprehensive review of the student's IEP.

STUDENT SUSPENSION/EXPULSION (JDD) (JDE)

Suspension is the denial of the privilege of attending school at Wayne County High School. Due process must be offered to students prior to suspension.

When unacceptable behavior cannot be corrected by the resources of the school, the school board authorizes the school principal or his/her designee to suspend any student for violation of any published rule or regulation or for any act of misconduct or insubordination as a final effort to influence the student's behavior. Refer to corporal punishment policy page 61.

Suspension Period

A principal or his designee may suspend students for a period not to exceed ten (10) school days for any one (1) fraction of the student conduct standards. All attendance policy guidelines will be adhered to while a student is on suspension.

Students Suspended or Expelled from Wayne County High School

1. Shall not trespass upon any Wayne County School campus or enter any Wayne County School building except for a pre-arranged conference with a principal.
2. Shall not attend any day or night activities on a Wayne County campus.
3. Shall not participate in athletic or any other extra-curricular activities on a Wayne County School campus.
4. Students assigned to the Alternative School will report directly to the Alternative School each day.
5. All of the above sections apply to students expelled and/or assigned to the Alternative School.
6. Any student suspended from school must make up all work missed. The number of days allowed to make up missed assignments will be the same number of days as suspension.

DUE PROCESS/PROCEDURES FOR SUSPENSION (JCAA)

The superintendent of schools and/or principal of a school have the power to suspend a student for a good cause or for any reason for which such student might be suspended.

- Students being suspended shall be given oral or written notice of the charges against them by a principal or their designee.

- The student shall be given an explanation of the evidence that a principal or their designee has against them and shall be given an opportunity to present their side of the situation verbally and/or in writing. This opportunity will be considered due process for the student.
- The principal or his/her designee will give verbal or written notification to inform the parent/guardian of the reasons warranting suspension and the action taken.
- The verbal or written notification given to the parent/guardian will be considered due process.
- Students who have been suspended from school must return to school accompanied by a parent/guardian for an entrance conference with the principal or his/her designee before being re-admitted to school.

DUE PROCESS/PROCEDURES FOR EXPULSION (JCAA)

In case of expulsion, a written notice shall be sent to the parents or legal guardian giving reasons for the recommendation of expulsion and arranging a time and place when the administrator shall be available for a conference with the parent/guardian. In case of expulsion, the parent/guardian will be notified in writing of their right for a due process hearing either before the Wayne County School Board or a committee designated by the Wayne County School Board.

At the hearing, the parent/guardian shall have the right to legal counsel and to all other legal rights.

- The student being expelled shall be given oral or written notice of the charges against them by a principal or their designee.
- The student shall be given an explanation of the evidence that a principal or their designee has against them and shall be given an opportunity to present his/her side of the situation, verbally and/or in writing. This opportunity will be considered due process for the student.
- The principal or their designee will give verbal and written notification to inform the parent/guardian of the recommendation for expulsion.
- In addition, the principal or their designee will give written and verbal notification to the superintendent of the student being recommended for expulsion.
- The superintendent or their designee will give verbal and/or written notification of the expulsion to the parent/guardian informing the parent/guardian of their right for an appeal hearing before the district expulsion committee. The date and time for this hearing will be set by the superintendent. If the parent/guardian chooses to be represented by legal counsel at the hearing, the parent/guardian must notify the superintendent in writing three (3) days prior to the appeal hearing. After the appeal hearing before the district expulsion committee, the parent/guardian does have the right to appeal to the Wayne County Board of Education, provided they have followed the proper procedures. Due process for the parent/guardian whose child is being expelled will be given through the procedures listed above.
- The student being recommended for expulsion may be subject to criminal charges being filed against them and/or arrested

HEARING PROCEDURES (JCAA)

Students who are expelled from school have the right to appeal such action to the Wayne County School Board provided they follow the proper procedure. In case of suspension, a written notice shall be sent to the parents/legal guardian giving reasons for such suspension and arranging a time and place when the administrator shall be available for a conference with the parent/guardian. In case of expulsion, the parents/legal guardian will be notified, in writing, of the time and place of a hearing either before the Wayne County School Board, or a person or committee designated by the Wayne County School Board.

At the hearing, the parent/guardian shall have the right to legal counsel and to all other legal rights. If the parent/guardian is going to be represented by legal counsel, then the parent/guardian should notify the

Superintendent in advance of the hearing. The hearing shall take place at a time and place designated by the school board and decision rendered.

PROCEDURES FOR ADVOCATES

After the principal notifies the parent/guardian of the suspension or recommendation for expulsion and the reasons for the suspension or recommendation for expulsion, if the parent/guardian feel that due process or discipline procedures have not been properly followed or if the parent/guardian feel there is pertinent information that was not considered, the parents/guardians may request the aid of an advocate and then request another meeting with the principal with the advocate present. There can be no more than one (1) advocate, and an advocate cannot be in lieu of the parent/guardian. If, after the parent's/guardian's advocate meeting with the principal, the parent/guardian still has concerns about due process and discipline procedures being followed, the parent/guardian may then request a parent/guardian advocate meeting with the Superintendent. This request will be made in writing by the parent/guardian and submitted to the Superintendent's Office. The Superintendent's Office will then notify the parent/guardian of the time and place of the parent/guardian advocate meeting with the Superintendent. The parent/guardian advocate meeting will not preclude any meeting before the District Expulsion Hearing Committee. The advocate is not considered legal counsel.

Definitions/Explanations of Terms

- A. Limited expulsion is the denial of school attendance through the end of the current school year.
- B. Unlimited expulsion is the denial of school attendance for a specific period of time beyond the beginning of the next school year or any permanent denial of school attendance.
- C. Long-term suspension is the denial of school attendance for any period in excess of ten (10) days during the current year.
- D. The age of relinquishing Youth Court jurisdiction is lowered from eighteen (18) years to seventeen (17) years when the offenses committed by the child would be a felony if committed by an adult.
- E. (MS Code §37-13-53)
- F. Parents, guardians or custodians of children under the age of thirteen (13) years of age may be civilly liable for any criminal acts of their child/children.
- G. MS Code§37-13-53 holds parents, guardians or custodians responsible for unlawful activity occurring on school grounds.
- H. MS Code§43-21-159 also removes jurisdiction from Youth Court for an offense involving the use or possession of a firearm by a child who is fifteen (15) years of age if the same offense committed by an adult would be a felony.

CORPORAL PUNISHMENT (JDB) (MS CODE§37-11-57)

As a matter of board policy, reasonable corporal punishment of a student is permitted as disciplinary measure in order to preserve an effective educational environment which is free from disruption and is conducive to furthering the educational mission of the school board. The superintendent shall establish and enforce rules and regulations governing the administration of corporal punishment which are consistent with the Wayne County School Board Policy (JDA) MS Code §5-37-5

Special Education Students and Corporal Punishment

MS Code§37-11-57 (effective July 1, 2019) mandates, "a public school teacher, assistant teacher, principal, assistant principal or other school personnel is prohibited from using corporal punishment", as defined in subsection (2) of this section, on any student with a disability. No school personnel shall be granted immunity

from liability under subsection of this section for the use of corporal punishment on a student with a disability. For purposes of this subsection, the term “student with a disability” means a student who has an individualized education plan (IEP) under the Individuals with Disabilities Education Act (IDEA) or a Section 504 plan under the Rehabilitation Act of 1973. The term “school personnel” includes all individuals employed on a full-time or part-time basis by a public school.

IN SCHOOL SUSPENSION (JDCA)

The Wayne County High School In School Suspension (ISS) will be housed within the Wayne County School District. The decision to place a student in ISS will be the responsibility of the school administration. Participation in extracurricular activities will be the decision of the supervising principal.

GANG RELATED ACTIVITIES (JCBB) (MS CODE§37-11-37) (39.41)

Gangs, which initiate, advocate or promote activities which threaten the safety or well-being of persons or property on school property, or which disrupt the school environment, are harmful to the educational process. The use of hand signals, graffiti or the presence of any apparel, jewelry, other accessories or manner of grooming which by virtue of its color, arrangement, trademark, symbol or any other attribute which indicates or implies membership or affiliation which such a group, presents a clear and present danger and are prohibited. Any incident involving initiations, hazing, intimidation and/or related activities of such a group affiliation, which are likely to cause bodily danger, physical harm or personal degradation of disgrace resulting in physical or mental harm, is prohibited.

Where gang activities are suspected or confirmed, a complaint will be filed in accordance with the “Mississippi Street Gang Act” (MS Code§97-44-11). Any violation of this policy will result in disciplinary action by the school administration. The student/students involved in the violation shall be suspended and could be expelled from school (MS Code§94-44-1).

PROHIBITED ORGANIZATIONS (JCDBA)

No student shall actively participate or wear clothing or other indications of membership in an organization, which advocates violence or hatred toward any group of students and other individuals, or an organization which either intends to or does disrupt the educational process through its purpose or actions.

WEAPONS AND EXPLOSIVE DEVICES (JCBE) (JCBH) (JCDAE) (JCDAE-2)

In accordance with the MS Code§37-11-18 (1972) any student in any school who possesses any controlled substance in violation of the Uniform Controlled Substance Law, a knife, handgun other firearms or any other instrument considered to be dangerous and capable of causing bodily harm or who commits a violent act on educational property, **SHALL BE** subject to expulsion for a calendar year.

Such expulsion shall take effect immediately, subject to the constitutional rights of due process, which shall include the student’s right to appeal to the local school board.

If any student violates this policy, the weapon will be confiscated, the Youth Court authorities notified, the parents/guardians notified and the student suspended pending a hearing.

MS Code§97-37-17, creates a weapon-free school zone and includes the following language:

- Describes a felony for any person to bring a gun/guns or dangerous weapons onto school property.
- Describes a felony for causing a minor to bring a gun/guns or dangerous weapons onto school property.
- Describes a misdemeanor for any person to bring certain weapons onto school property.

- Describes a misdemeanor for causing a minor to bring certain weapons onto school property.

The Wayne County School District also considers the possession of fireworks on a school bus, on a school campus or at a school function will be suspended for three (3) days. Any student detonating any fireworks on a school campus, on a school bus or at a school function will be suspended for six (6) days and may be arrested and/or expelled from school.

INTERVIEWS AND SEARCHES BY SCHOOL OFFICIALS (JCDA)

Students of Wayne County High School have the right to privacy and security against arbitrary invasion of their personal property by school officials. However, the Board of Education must maintain an atmosphere conducive to the pursuit of its educational goals, including a limited right to search student's personal belongings when it is in the interest of the overall welfare of other students or is necessary to preserve the good order and discipline of the school.

School administrators and teachers have the right to interview students regarding their conduct and/or the conduct of others.

School administrators and teachers have the right to search vehicles, lockers and bookbags. Locker searches and other searches are to be conducted by no fewer than two (2) members of the school's professional staff.

INTERVIEWS AND SEARCHES BY LAW ENFORCEMENT OFFICIALS (JCDA)

Law enforcement officials may be called to the school at the request of the school administration. If the law enforcement officials find it necessary to interview students in the performance of their duties, he/she must first contact the school administration.

Prior to a law enforcement official (not to include the school security officers) interviewing a minor child, the school administrator will first inform the parent/guardian of the request. The parent/guardian will be asked to attend the interview. An adult representing the minor child must be present. If for any reason other than at the school administrator's request, a law enforcement official finds it necessary to remove any student from the school campus, the law enforcement official must sign a receipt stating that the student is in his/her custody.

STUDENTS' RIGHTS AND RESPONSIBILITIES

The Board of Education of the Wayne County School District assures that their legal rights under the Federal and State constitutions and statutes shall be guaranteed. The Board of Education reminds the students that the rights are also accompanied by responsibilities. These responsibilities include:

1. The responsibility not to discriminate against others.
2. The responsibility to attend school and to observe school rules and regulations essential for permitting others to learn.
3. The responsibility to attend school dressed in a manner that will not interfere with the rights or opportunities of others to learn or teach.
4. The responsibility of refraining from styles of grooming or dress which are a health or safety hazard and tend to disrupt the learning atmosphere.
5. The responsibility to refrain from libel and obscenity.

6. The responsibility to respect the right and interest of classmates who wish to participate in a meaningful ceremony or activity.
7. The sole responsibility for any spoken or written expression of a libelous or slanderous nature.

TOBACCO USE ON SCHOOL CAMPUS (JCDA)

The possession or use of any and all tobacco products including electronic smoking devices by students, employees, patrons and visitors on school property, school buses or during any school-sponsored activity is prohibited. Any violation of this policy will result in disciplinary action. In accordance with House Bill 97-32-9, your child will be referred to the Wayne County Youth Court. If your child is 18 years of age or older, Youth Court will refer them to adult court.

SOCIAL MEDIA POLICY

Section: K-General Public Relations

Policy Code: KE-Social Networking/Websites that Represent the School District

Wayne County School District (WCSD) recognizes the benefit in maintaining a web presence via social media and other websites. WCSD encourages open dialogs that these types of venues create. WCSD encourages public interaction and communication about the content posted on all social media channels. When comments are made and participation by the public occurs, the former “public forum” environment is transformed to a “limited public forum,” meaning the space is designated for speech by certain groups or for discussion of certain topics. This does not mean that WCSD supports or agrees with the content, opinions, or views expressed with any comments on WCSD social media accounts. The user who posts the original comment is solely responsible for the content of the comment speech by certain groups or for discussion of certain topics. WCSD also recognizes that when WCSD allows for an open dialog in a public setting that individuals may abuse that by posting information that will be viewed as disrespectful or hurtful. Furthermore, when community groups, clubs or parent organizations create sites/pages that represent any WCSD entity, WCSD must be assured that this representation is in compliance with WCSD policies and that they promote the mission of WCSD.

WCSD does not discriminate against views or opinions posted to our WCSD-owned accounts, but WCSD reserves the right to remove any comment made on any of our channels. Public comments will never be modified or edited by WCSD; the comment will be deleted in its entirety.

Below you will find WCSD’s Rules of Engagement that will be published on any social media site that represents the WCSD. This provides a list of reasons WCSD will remove a comment or ban an individual or account.

Rules of Engagement

The goal of using social media and websites by WCSD, including all of the schools in the WCSD and teachers or sponsors associated with those schools, is to share important information with our public and engage in an open and respectful dialogue. To help accomplish this goal, WCSD asks individuals to abide by the following guidelines:

- Participants must not engage in abusive, vulgar, obscene, racist, threatening or harassing comments made in the direction of others.
- Participants must not engage in libel, slander or personal attacks of any kind, including the use of offensive terms or slurs that target specific individuals or groups.

- Participants must not engage in using spam, including content that promotes products or services or contains gratuitous links.
- Participants must not engage in unsupported accusations towards WCSD employees, students or other parents.
- Participants must not engage in comments that suggest or encourage illegal, dangerous or destructive activity.
- Participants must not engage in vulgar or obscene language.
- Duplicate posts or topic comments may be removed.
- Political campaigning or lobbying will be removed.
- Misrepresentation/misinformation of WCSD will be removed.
- Postings incorrectly made as a WCSD representative will be removed.
- Comments made by fake accounts will be removed.
- Participants must not engage in open conversations or personal issues.
- Participants must not engage in personal attacks or comments that are deemed offensive to any member of our community as they will not be tolerated.
- Questions for a specific employee should be communicated via their school email.
- Participants must be aware of the purpose. The purpose of the WCSD is education. Be certain that your comments are appropriate for an educational environment and participants of all ages.

WCSD and individual schools may use social media sites and services for communications, marketing and other purposes. Control and management of those pages are only by WCSD designated individuals. No one may create any official WCSD or school social media page without the express consent of the Superintendent of Schools.

Participants, including any accounts of association, who repeatedly fail to adhere to the rules above are subject to being blocked on WCSD-owned social media channels.

CARE OF SCHOOL PROPERTY (JCBD) (ECBA)

The walls in the buildings, the furniture in the classroom, library, cafeteria and the buildings and whatever they contain are provided at great expense by your parents and taxpayers. Every student should refrain from defacing school property but should make every effort to encourage his/her friends and fellow students to care for school property. Remember, visitors form opinions about you, the student, by the condition of your school.

Help the janitorial staff by placing all papers and waste in the containers arranged around the campus for this purpose. It is never more than a few feet to a trash can. If at any time there is an area of the campus that needs special attention, please report this to the school custodian or to the administration.

Any student causing damage to the school property, either intentionally or through neglect on his/her part, will be liable for such damages. He/she may also be suspended from school. The parent/guardian of any student(s) causing damage to school property will be responsible for the cost of all replacements and repairs.

Additional penalties may be imposed by the principal. Non-participation in school activities for the offending student may be carried on from year to year.

REGULATIONS PERTAINING TO STUDENT AUTOMOBILES (JGFF)

- Cars are required to be parked upon arrival, and all occupants are required to immediately leave the car upon parking on campus. Students are not permitted to return to or sit in their cars during the school day.
- Students will not be permitted to drive their vehicles to the Career Technical Center. Students will be provided transportation on the school bus.
- To obtain a decal, the student must present a valid Mississippi driver's license and proof of insurance. The administration will reserve the right to confirm ownership of the vehicle. All parking permits will be issued based upon space available.
- Cars must be parked in a designated area, must not be moved during the school day and must not leave until a designated time. All passengers of the vehicle must be properly dismissed from school.
- Students assigned to Alternative School lose driving privileges while assigned to Alternative School.

In the event there is sufficient reason to suspect an illegal act, motor vehicles may be subject to search.

Decals shall be withdrawn upon the first evidence of reckless driving. Any student who fails to abide by the above regulations will lose their privilege of bringing an automobile to school and may be suspended. All rules apply to motor-bikes also.

The school assumes **no** responsibility for any accidents or injury sustained by those providing their own transportation to and from school, for any passengers who are riding with those providing their own transportation, or for any student who leaves school without proper legal permission and authorization.

DECORATED SENIOR PARKING SPOTS

Parking spots for seniors are \$50.00 plus a \$25.00 deposit. The parking spot design must be approved by the school administration. Before graduation practice, the spot **MUST** be painted black. Upon painting the spot black, the \$25.00 deposit will be refunded.

SEARCH OF VEHICLE

The Wayne County School System has the right by law (MS Code§99-27-11) to search any car which it has reason to think or believe to be dangerous, to contain illegal substances or weapons of an illegal nature. The student shall be asked to open his vehicle by the administration. Failing to do so may result in removal of the car from the campus, suspension and/or expulsion of the student from school.

REGULATIONS PERTAINING TO SCHOOL BUSES

- Students are reminded that riding the bus to and from school is a privilege and can be denied at any time the student's conduct so dictates.
- Once a student boards a Wayne County School District school bus, they must remain on a Wayne County school bus until they arrive at their assigned school or home.

General Reminder Concerning Safety Aboard the School Bus

While buses are moving, any incident that distracts the driver's attention is considered a major disciplinary infraction. Students involved in a major infraction, including fighting, may be subject to out-of-school suspension in addition to bus suspension at the discretion of the school's administration. Further, parents/guardians and students are reminded that the punishment sequence listed above is a minimum that may

occur for each offense. School administrators may, in their judgment, administer more severe punishment if they feel that the situation or infraction warrants such action.

Riding Bus Other Than Regularly Assigned Bus

Students often make a request to be allowed to ride another bus to another location other than the regular bus going to the student's residence. Such requests must be made by the parent/guardian in writing to student personnel prior to the student being allowed to board any other bus other than the bus that the student regularly rides. Such requests must be presented in writing to student personnel by 7:40 a.m. on the day that the student wishes to board a different bus and must include a telephone number where the parent/guardian may be contacted for verification.

MS Code§37-41-2. Interference With Operation of School Bus; Penalty

It shall be unlawful for any individual, other than a student scheduled to be a passenger upon that particular bus, a member of the public school administration or faculty, or a law enforcement officer to directly or indirectly interfere in any way with passengers ingress and egress or the operation, including unauthorized boarding thereof, of a bus used in public school student transportation unless permission has been obtained as prescribed by pertinent rules and regulations promulgated by the state board of education or the local authorities.

Upon conviction of violation of any provision of this section, such individual shall be guilty of a misdemeanor and shall be subject to a fine of not to exceed Five Hundred Dollars (\$500.00), imprisonment in the county jail for a period of not to exceed six (6) months, or both. Any person under the age of seventeen (17) who violates any provision of this section shall be treated as delinquent within the jurisdiction of the youth court.

STUDENT BEHAVIOR ON BUSES (JCBA) (JCDAD)

Students are expected to cooperate with the following regulations:

1. Students must be at assigned stops at loading time.
2. At no time are students to either touch the outside of the bus or hang heads, arms, legs or bodies out of the bus.
3. Immediately, upon entering the bus, students are to be seated and are to remain seated until they arrive at their destination in the morning and bus debarkation-stop in the afternoon.
4. Students will board the bus and leave the bus according to the instructions of the bus driver. Students are to obey all directions of the bus driver.
5. Students may not leave the bus on its way to or from the school except at their designated stop.
6. Students are not to throw, sail, shoot or pitch objects inside the bus or outside the bus.
7. Students must sit in the seat assigned by the driver.
8. The bus must come to a complete stop before students try to enter or exit.
9. Loud talking and other loud noises are not permitted on the school bus.
10. Students are not allowed to damage any part of the school bus. Students will be held financially responsible for any damage done.
11. No beverage or food may be consumed on the bus.
12. Chewing gum is prohibited on the school bus.
13. Intentional littering on the school bus is prohibited.
14. Students must identify themselves properly when requested to do so by the school bus personnel.
15. Vulgar language is prohibited on the bus.
16. Students will not fight on the bus or at the bus stop.

17. Students are not to molest or bother in any way (harass, intimidate or threaten) other students while waiting for or while riding on a school bus.
18. Use or possession of dangerous objects on the school bus or at the bus stop is forbidden.
19. Students will not use, sell or possess drugs or alcohol on the school bus or at the bus stop.
20. Stealing is prohibited.
21. Smoking is prohibited while on the bus. Tobacco products are not permitted on the bus.
22. Open defiance or open displays of disrespect or insolence toward a bus driver will not be condoned.
23. Other behavior as determined by the administration, including a pattern of repeated behaviors, will not be permitted.
24. No objects may be carried on the school bus that may obstruct the view of the driver.
25. No student shall ride outside the bus, on fender or in the stairwell.
26. No student shall cross a highway or road to get on or off a bus unless properly directed by the driver, and if so directed, students should pass in front of the bus if necessary to cross a road or highway to mount or dismount the bus.
27. No student shall use the emergency exit for normal loading or unloading. This exit is to be used for **“Emergency Purpose Only”**.
28. All students should be quiet when the bus is nearing a crossing of a railroad or highway.
29. Students may have electronic devices on the bus as long as ear buds are used and as long as there is no disruptive noise coming from the electronic device.

Disciplinary action for misbehavior aboard school buses will result in action according to the following discipline ladder:

LEVEL 1 VIOLATIONS

The following misbehaviors will be considered Level 1 Infractions:

- A. Using profanity or making vulgar gestures;
- B. Making excessive noise;
- C. Throwing objects, including paper;
- D. Extending any part of the body or any article from the bus window;
- E. Throwing or expelling any article or substance from a bus window;
- F. Refusal to stay in assigned seat;
- G. Eating and drinking on the bus;
- H. Intentional littering;
- I. Failure to follow driver’s instruction or bus rules;
- J. Gambling;
- K. Refusal to give name upon request.

LEVEL 2 VIOLATIONS

The following misbehaviors will be considered Level 2 Infractions:

- A. Ridiculing or cursing another person using extreme profanity or provocative language;
- B. Initiating a fight by physical contact or verbal provocation;
- C. Possessing, using or transferring tobacco products;
- D. Physical harassment of a sexual nature;
- E. Excessive or extreme disrespect to the driver;
- F. Theft or damage of school or private property;

- G. Bus behavior: The normal sequence, depending upon the circumstances, is as follows:
1. Warning, and/or parent conference, and/or corporal punishment;
 2. One (1) to ten (10) day suspension from bus and parent conference;
 3. Eleven (11) to twenty (20) days suspension from the bus and parent conference; and/or
 4. Recommendation of suspension from bus for remainder of school year.
- H. Possession of water gun or play gun.

****Fighting aboard a school bus or at a bus stop will result in the same punishment as would be awarded in the classroom or at school.**

LEVEL 3 VIOLATIONS

The following violations are not only violations of school policy but also violations of state laws. Any driver who observes an unlawful activity shall notify an administrator immediately. The administrator shall notify the parents or guardians of the student committing the act and shall suspend the student for six (6) days and recommend for alternative school or suspend the student for six (6) days or recommend the student for expulsion. Furthermore, the administrator shall notify the superintendent or his designee, and privileges by the principal depending on the severity of the violation.

Unlawful activities include the following:

- A. Felony theft or damage of school or private property;
- B. Possession of a deadly weapon or any object that might be used as a deadly weapon;
- C. Possession, sale or use of a controlled substance;
- D. Aggravated or simple assault upon any person;
- E. Rape;
- F. Sexual battery;
- G. Possessing, using or transferring alcohol;
- H. Sexual misconduct; and/or
- I. Possession or threatening with a water or play gun.

Under routine circumstances an administrator managing the above Level 1, 2 and 3 infractions will apply the disciplinary steps listed below. However, depending upon the frequency and seriousness of the student's misconduct, the administrator may advance to any step in the procedure or may instead give one (1) to ten (10) days out-of-school suspension or recommend expulsion.

1. Warning, and/or parent conference, and/or corporal punishment;
2. One (1) to ten (10) day suspension from bus and parent conference;
3. Eleven (11) to twenty (20) day suspension from bus and parent conference; and/or
4. Recommendation of suspension from the bus for the remainder of the school year.

ALTERNATIVE SCHOOL PROGRAM

ALTERNATIVE SCHOOL PROGRAMS (JCD)

The Board of Education of the Wayne County School District recognizes that there are students who, for various reasons, cannot function within the regular classroom environment. In an effort to meet the needs of these students, alternative settings have been established and appropriate program modifications developed.

Therefore in compliance with MS Code§37-13-92, the superintendent is authorized to establish alternative school programs that will meet the educational needs of students who have been recommended for the programs and services. Alternative education programs shall meet all appropriate accreditation requirements of the Mississippi Department of Education, MS Code§37-13-92 and are to be operated under the direction of the Office of Curriculum and Instruction in connection with the regular programs of the district for the following, but not limited to, categories of students:

1. Any student who has been suspended for more than ten (10) days or expelled from school, except for any student expelled for possession of a weapon or other felonious conduct;
2. Any student referred to the alternative school based upon a documented need for placement in the alternative school program by the parent, legal guardian or custodian of the child due to disciplinary/academic problems;
3. Any compulsory-school-aged child referred to the alternative school program by the disparities order of a chancellor or youth court judge, with the consent of the superintendent of the child's school district;
4. Any compulsory-school-aged child whose presence in the classroom, in the determination of the school superintendent or principal, is a disruption to the educational environment of the school or a detriment to the best interest and welfare of the students and teacher of the class as a whole;
5. Students coming from treatment facilities; and/or
6. Students who enroll in the Wayne County School District who are coming from an alternative school or similar program in another district.

According to MS Code§37-13-92, students expelled for possession of a weapon or other felonious conduct do not have to be offered an alternative education.

An intake interview will be scheduled with the child's parent, the alternative school principal, the child and various other staff at the alternative school before a child is allowed entrance into the alternative school. During this conference the child and his/her parent/guardian will be made fully aware of the operations of the alternative school and the programs offered. The child's Individualized Instructional Plan (IIP) will be formalized at the home school. This will guide the child's behavioral and academic intervention at the alternative school.

ALTERNATIVE SCHOOL PLACEMENT

A principal may recommend placement of a pupil for up to 45 days without a hearing. In situations when placement would warrant placement for a longer period than 45 days at the Wayne County School District Alternative School Program, a recommendation for expulsion and ruling by a hearing before the Wayne County School District Discipline Committee should be sought. The committee would comprise of a minimum of three (3) members, i.e., principal, teacher, counselor and a special education teacher, when applicable. As a form of due process for students, upon being suspended from the student's home school and recommended for expulsion, the student and his/her parent/guardian will be given a hearing date during the term of the suspension before the WCSD Discipline Committee. If represented by counsel, the parents must notify the central office

two (2) business days prior to the hearing. Once the hearing is held, the committee will decide to do one (1) of three (3) things:

1. Rescind recommendation for expulsion and allow the student to return to school after serving the full term of the suspension.
2. Honor the recommendation of the school for expulsion from the school and place the student at the alternative school for a term deemed appropriate by the WCSD Discipline Committee.
3. Honor the recommendation of the school for expulsion from the school and place the student at the alternative school for the term recommended by the school.

The parent of the child recommended for placement at the alternative school will be notified by the administrator of the home school of the decision of the committee by certified mail and also by phone. If the student and parent do not agree with the decision of the WCSD Discipline Committee then, they reserve the right to appeal the decision to the Wayne County Board of Education. However, the decision of the discipline committee will stand until the appeal is heard by the Board of Education unless otherwise amended by the Superintendent or the Wayne County Board of Education. The superintendent, at his/her discretion, may alter the length of any suspension or expulsion.

If a student transfers to Wayne County School District and was suspended or enrolled in an alternative education program from the last school attended, the student will be assigned to the alternative school for up to 45 days.

All students assigned to the alternative education program must exhibit appropriate behavior and adhere to the alternative school's rules and regulations. Upon placement at the alternative school, students will be scheduled for a mandatory intake meeting in which they must be accompanied by a parent or guardian.

DURATION OF ALTERNATIVE PLACEMENT

A student's initial placement in the alternative school shall be for up to 45 days. The principal will generally make a recommendation for the placement. The alternative school principal in consultation with the high school principal may modify the placement if the student assigned meets the requirements. At an intake conference, the alternative school principal and counselor will meet with the student and their parent/guardian to explain the process. This meeting will be a due process meeting.

If a student withdraws from school while assigned to the alternative school, upon re-entering the student must return to the alternative school to complete the remainder of days assigned to that placement.

ALTERNATIVE EDUCATION EXIT CRITERIA

A student placed in alternative school cannot participate in extracurricular activities, including prom. Any senior who is assigned to the alternative school on the last day of student attendance for the school year will not be allowed to participate in graduation ceremonies.

GENERAL POLICIES

HEALTH SERVICES (JGFG)

Accidents

- Minimum first aid will be administered and the school nurse, principal, teacher or designee will contact 911 to have the injured transported to a medical facility if further treatment is needed. In all cases where the nature of the accident or injury appears serious, every effort will be made to contact the parent/guardian or other persons listed on the emergency card.
- At the beginning of the school year, each school will have the parent/guardian complete and sign the “Student Emergency/Service Card”.

First Aid

- Minimum first aid will be administered and the school nurse, principal, teacher or designee will contact 911 to have the injured transported to a medical facility if further treatment is needed. In all cases where the nature of an illness or an injury appears in any way serious, every effort will be made to contact the parent/guardian or other persons listed on the emergency card.
- No student who is ill or injured shall be sent home alone. A student who is ill or injured shall not be taken home unless it is known that someone is there to receive him/her.

Communicable Diseases (JGCC)

The law provides the school district with the power to exclude from school any student suffering from contagious or infectious diseases. Each staff member has the responsibility to observe students and notify the principal of any student suspected of having an infectious or contagious disease. Students with a temperature of 100.4 or greater should be kept at home and not return until fever-free for 24 hours. Students with the following diseases/infections must inform the school administration for assistance with procedures that must be followed before returning to school.

Disease	Exclusion from School
Chicken Pox	Until cleared by physician
German Measles	Until cleared by physician
Red Measles	Until cleared by physician
Mumps	Until cleared by physician
Hepatitis	Until cleared by physician
Mononucleosis	Until cleared by physician
Conjunctivitis (Pink Eye)	Until cleared by physician
Impetigo	Until cleared by physician and under proper treatment
Pediculosis (Lice)	See “Head Lice” Section
Ringworm	Until proof of treatment
Scabies	Until cleared by physician and under proper treatment
Influenza (flu)	Until cleared by physician
Staph Infection	Until proof of treatment or cleared by a physician; must be kept covered at all times
Covid 19	Until days assigned for quarantine (per physician orders) and symptom free for 72 hours without medication

NOTE: *The principal may require a written note from the student’s family doctor or public health department for a student returning to school after having a communicable or infectious disease. A student with a temperature of 100.4 or greater should be kept at home and not return until free for 24 hours.*_____

Immunization (JGCB)

No minor child shall be allowed to enroll or to attend any school without a valid Mississippi Immunization Certificate Form 121.

Head Lice

1. If a student is suspected of having head lice, this student will be inspected by the school nurse or designee.
2. If a student in a self-contained classroom is found to have head lice/nits, all of the students in that classroom will be checked for head lice.
3. If a student is found to have head lice/nits, the parent/guardian will be contacted by phone to pick the student up from school for treatment with one of the treatment shampoos.
4. If unable to contact the parent/guardian by phone, a letter will be sent home with the student notifying the parent/guardian of head lice/nits.
5. The letter will contain written instructions for treatment of head lice/nits and home treatment for the parent/guardian to read and follow.
6. The student may return to school the following day, but **MUST** bring proof of treatment such as a label, box top from the shampoo bottle or note from parent/guardian stating which type of treatment was used.
7. The student will be rechecked for head lice nits in 7 – 10 days from the first occurrence. If the student is still found to have head lice/nits, another note with written instructions will be sent home.
8. Again, the student may return to school the following day, but **MUST** bring proof of treatment such as a label, box top from the shampoo bottle or note from parent/guardian stating which type of treatment was used.
9. The student will be rechecked for head lice/nits again in 7 – 10 days from the second occurrence. If the student is still found with head lice/nits, a note will be sent home with the student stating that he/she may not return to school until he/she is free from all head lice/nits. This clearance must be made by the school nurse.
10. The school nurse shall conduct parent conferences regarding special requirements for care and treatment if needed.

MEDICAL CARE/ STUDENT MEDICATION (JGCD)

Section: J Students

Policy Code: JGCD Student Health Services–Medicines

School Personnel may not exceed the practice of first aid in dealing with pupil injuries and sickness, and only qualified personnel shall administer first aid to pupils.

Medication shall be provided or administered to a student by school personnel **ONLY** with the written request and consent of the student's parent/custodian/legal guardian, and by following Policy JGCD-R-Administration of PRescription Medicine. The district does not allow the use of medical cannabis while on district property.

Absolutely no medication shall be transported by a child to or from school. It must be transported by a parent/guardian only and registered with the school nurse or school personnel in the absence of the school nurse.

All over-the-counter medications must be in the original container. Please do **NOT** send medication in envelopes or zip lock bags. Prescription medications must be in the original container with the student's name on it.

DRUG FREE SCHOOLS AND WORKPLACE

Section: G

Policy Code: GBRL

No Employee engaged in work in connection with the Wayne County School District shall unlawfully manufacture, distribute, dispense, possess or use on or in the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined under state and federal law.

“Workplace” is defined to mean the site for the performance of work done in connection with the Wayne County School District. That includes any school building or any school premises: any school-owned vehicle or any other school approved vehicle used to transport students to and from school or school activities; off school property during any school-sponsored activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

As a condition of employment in the Wayne County School District, each employee shall notify their supervisor of their conviction of any criminal drug statute for a violation occurring in the workplace as defined above, no later than five (5) days after such conviction.

As a condition of employment in the Wayne County School District, each employee shall abide by the terms of the school district policy respecting a drug-free workplace.

An employee who violates the terms of this policy may be nonrenewed or their employment may be suspended or terminated, at the discretion of the board. Sanctions against employees, including non-renewal, suspension, and termination shall be in accordance with prescribed school district administrative regulations and procedures.

Medical Marijuana

This policy applies to medical cannabis. Under the Mississippi Medical Cannabis Act, this school district:

1. Is not required to permit, accommodate, or allow the medical use of medical cannabis, or to modify any job or working conditions of any employee who engages in the medical use of medical cannabis or who for any reason seeks to engage in the medical use of medical cannabis.
2. May refuse to hire, discharge, discipline, or otherwise take an adverse employment action against an individual with respect to hiring, discharging, tenure, terms, conditions, or privileges of employment as a result, in whole or in part, of that individual's impairment or lack of impairment resulting from the medical use of medical cannabis.
3. Does not allow the use of medical cannabis by employees while on district property, while at a district sponsored event, or while performing district business.

ASTHMA INHALER AND INSULIN SUPPLIES

Schools recognize the importance of students being allowed to carry on their person an asthma inhaler or insulin supplies and epi-pens. Students may self-administer certain emergency prescription medications such as inhalers, insulin, glycogen and epinephrine while at school.

ALL STUDENTS WHO WILL BE CARRYING AN INHALER, INSULIN SUPPLIES OR EPI-PENS ON HIS/HER PERSON WILL NEED TO HAVE A MEDICAL FORM SIGNED BY HIS/HER PHYSICIAN AND PARENT/GUARDIAN. The form states the student has been instructed in and understands the purpose, appropriate method and frequency of use of their inhaler, insulin or epi-pen. The school is absolved from any responsibility in safeguarding the student's inhaler, insulin supplies or epi-pen. Students are to be instructed in the proper disposal methods of all insulin supplies.

Failure to follow these procedures will result in termination of prescription medication administration for the student at school. Questions regarding the administration of medication to a student should be directed to the school principal.

STUDENTS WITH CHRONIC INFECTIOUS DISEASES (JGCC)

The Communicable Disease Conditions and Return to School Guidelines as prepared by the Division of Epidemiology Office of Community Health Services and Mississippi Department of Health shall serve as the guide of school attendance. A copy of these guidelines is on file at each school.

1. A student with a chronic infectious disease shall be removed from the classroom temporarily and until Wayne County High School's medical adviser in consultation with the student's physician determines whether the student's presence in the school poses a risk of transmission of such chronic infectious disease to others.
2. Should it be determined by the School Board that a member of a student's immediate family or a person residing in the home of a student has a chronic infectious disease, and then a report shall be submitted by the student's physician including any restriction or limitation, stating the condition of the student with respect to the disease. A supplemental medical report of the student's present condition shall be submitted to the School Board every three months or as often as recommended by the school's medical adviser.
3. Should it be determined by the school's medical adviser that attendance poses no threat, the student shall be allowed to resume attendance at school, subject to whatever restrictions or limitations, if any, that the school's medical adviser shall recommend. The student's school attendance shall be reviewed by the school's medical adviser in consultation with the student's physician at least once every month to determine if continued school attendance poses any risk of transmission of such chronic infectious disease to others.
4. Should it be determined by the school's medical advisor that attendance at school poses a risk of transmission of such chronic disease to others, an appropriate alternative education program shall be established for that student which shall continue until Wayne County High School's medical adviser determines that the risk of transmission to others has abated and normal school attendance can resume.
5. The decision of Wayne County High School's medical adviser shall be final.
6. However, the Wayne County School Board may, in its discretion, rely on the student's physician's report and recommendation during any of the events listed in points 1, 2, 3, 4 and 5 above as long as said physician is a qualified, licensed and practicing physician in the State of Mississippi.

USE OF THE TELEPHONE

Parents are requested not to call pupils or teachers over the telephone to ask that messages be delivered to them except in cases of real emergencies. Use of school phones in the office is strictly limited to calls for illness or

emergencies. Teachers will not be called from their classroom to answer the phone unless it is an emergency. All students' calls will be limited to two (2) minutes.

LIBRARY

The library is a center of learning opportunities in the school. A student's efficient planning for the use of his/her time in the library will largely determine the success of his efforts in all studies. The library is open during school for reading, reference work and study. Students in the library must be quiet at all times. Any student not assigned to the library and wishing to use it must present the librarian with a hall pass signed by his/her teacher. Any students wishing to study together must have permission from the librarian.

Books may be checked out for two (2) weeks and renewed if necessary. Students are responsible for the book if lost or damaged. Reference materials and dictionaries are to be returned to their proper places after use. No magazine may be allowed to be removed from the library.

A fine of ten (10) cents per day (weekends not included) is charged for overdue books.

STUDENTS AND THE NEWS MEDIA (JRA) (KBB)

The school district will publish the name and/or picture of a student in school publications or school-related articles or include students in other school-related news media programs unless prior requests have been made by a student's parent/guardian for exclusion of their child's name or picture from such publications or news media programs. No news media are allowed on campus without approval from the Superintendent of Education or his/her designee.

DELIVERS TO STUDENTS/TEACHERS AT SCHOOL (EL)

NO deliveries of flowers, balloons or other gifts to students will be accepted at any school in the district. Teachers, faculty or staff may receive such items; however, delivery must go through the office.

FUNDRAISING (JKB)

An organization must receive prior approval from the principal and the superintendent before beginning any fund-raising project. No student representing groups outside school will be permitted to conduct fund-raising activities in the school. Students possessing candy or other items at school for sale to other students will be subject to placement on the discipline ladder.

Fundraising Guidelines

Any fundraising activity must be approved in advance by the principal. An organization must conduct its on campus fundraising activity during a period of ten (10) consecutive school days. No one can have a "Go Fund Me Account", debit cards, checks, etc. Money has to be turned in every day and deposits must be made daily. If "Donors Choose" is used as a fundraiser, the principal must approve the fundraiser before initiation of the fundraiser. Money has to be turned in every day and deposits must be made daily. All organizations that have a fundraiser must complete a "District Fundraising Form."

POSTERS

All posters displayed on school property must be approved by a principal. Evidence of approval must be displayed on the poster. Individuals who display posters will be responsible for removing them.

PUBLIC ADDRESS ANNOUNCEMENTS

Announcements for communication over the public address system must be approved by an administrator. Such announcements should be written, signed and submitted to a principal the day before the announcement should be made.

DISTRIBUTION OF MATERIALS BY STUDENTS (JO)

In order not to use the time of the schools, the pupils and the parents for non-school purposes, the distribution of outside materials and communications to the homes through the pupils will be kept to a minimum and confined to sources dedicated to the interest of students. Only educational materials approved by the superintendent and the Wayne County School Board or materials by organized groups sponsored by the Wayne County School Board will be distributed. No advertising of non-school related purposes will be allowed.

FUNDS, FEES AND DEPOSITS (DK)

All money collected by any school club, class or organization must be deposited in the office of a principal to the bookkeeper by 2:00 p.m. each day that funds are collected. The sponsor of the organization will be given a receipt. Detailed instructions concerning the withdrawal of money will be given to the sponsor of each organization.

SUPPLEMENTAL MATERIAL

The school board of any school district shall be authorized to charge reasonable fees, but not more than the actual cost, for the following:

- a. Supplemental instructional materials and supplies, excluding textbooks;
- b. Any other fees designated by the local school board as fees related to a valid curriculum educational objective, including transportation; and/or
- c. Extracurricular activities and any other educational activities of the school district that are not designated by the local school board as valid curriculum educational objectives, such as band trips and athletic events.

All fees authorized to be charged under this section, except those fees authorized under subsection (1)(c) of this section, shall be charged only upon the condition that the school board of each school district shall adopt a financial hardship waiver policy that shall be kept in the strictest of confidence with all files and personal disclosures restricted from review by the general public.

VISITORS AND CONFERENCES

Parents/guardians are encouraged to visit the school. **All visitors must report to Wayne County High School's office upon arrival at school for proper authorization and to receive a visitor's name tag.** No one is to go directly to a classroom without reporting to the office first. Classes must not be disrupted. Students are not allowed to bring visitors to the school. Parents/guardians are encouraged to request conferences with teachers as needed. These conferences must be arranged through the counselor's office.

Parent conferences are encouraged whenever the teacher or parent feels that such a conference is needed. Interim reports, which are issued four times a year during the middle of each nine-week period, will provide a

space for the teacher to indicate the need for such a conference. Parents are urged to respond to these requests and to make their own requests for conferences when they believe such a conference would be beneficial.

A parent, guardian or custodian of a compulsory-school-aged child enrolled in a public school district may be requested to appear at school by an appropriate school official for a conference regarding the acts of a child. Any parent, guardian or custodian who refuses or willfully fails to attend such discipline conferences as specified in Mississippi Law 37-11-53, may be summoned by the superintendent of schools and be required to attend such a discipline conference. Any parent, guardian or custodian who has been summoned under these provisions shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed Two Hundred Fifty Dollars (\$250.00).

SECTION 504 (IDDHB)

The Wayne County School District will not discriminate on the basis of race, color, religion, national origin, sex, age or disability in admission or access to, or treatment or employment in, its program and activities to the extent provided by law. The following person has been designated as the Section 504/Americans with Disabilities Act Coordinator, and will handle inquiries regarding the Wayne County School District's nondiscrimination policies, the filing of grievances and requests for copies of grievance procedures covering discrimination on the basis of disability:

**Belinda Singleton, Special Services
SPED Office
601-735-3811**

ENGLISH LEARNER PROGRAM (EL)

The District follows the most current policies for serving EL students: Mississippi English Learner Guidelines: Regulations, Funding Guidance and Instructional Supports (December 2018). These policies can be found on the MS Department of Education website.

Understanding Mississippi English Learners

A number of terms have been used over the years to identify students who are non-native English speakers. At one point, these students were called English as a Second Language (ESL) student. This term was flawed because it did not acknowledge that some students learn English and another language simultaneously and that some students might already know two or more languages before learning English. During the era of the *No Child Left Behind Act* (NCLB), the term English language learner (EL) was often used to describe this population of students. The *Every Student Succeeds Act (ESSA) of 2015* brought a slightly different variation on the term, naming this population of students "English Learners." The reasoning behind this decision was the result of a belief that the word "language" was redundant since English is already recognized as a language. In some federal communications, the phrase limited English proficient is used. For the purposes of this document and the work of public educators in the state of Mississippi, the federal term English Learners (EL) will be used.

According to ESSA, an EL is defined as an individual:

- One who is aged three (3) through twenty-one (21);
- One who was not born in the United States or whose native language is a language other than English;
- One who is a Native American or Alaska Native or who is a native resident of the outlying areas; and
- One who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or

- One who is migratory and whose native language is other than English and who comes from an environment where a language other than English is dominant; and
- One whose difficulty speaking, reading, writing or understanding the English language may be sufficient to deny the individual:
 - *The ability to meet the State's proficient level of achievement on State assessments;
 - *The ability to successfully achieve in classrooms where the language of instruction is English; or
 - *The opportunity to participate fully in society.

Enrolling and Identifying English Learners

Enrolling

When EL students and their families enter the United States, they must become familiar with their new country's culture and customs as well as a new school system and its myriad structures, expectations and legal requirements. Children who are unaccompanied youth may also be adjusting to life in a new family or home environment. On top of these challenges, many EL's may have had journeys to the United States that involved hardship and trauma.

Welcoming EL's into a school community requires empathy and understanding of the unique challenges faced by these students and their families. It also necessitates an understanding of the benefits of creating environments that are inclusive, informing, welcoming and conducive to full participation and academic success for all students.

Every public school in the United States is required to provide a free and equitable education to all school-aged children who live within the boundaries of the local educational agency (LEA), regardless of immigration status. Several laws protect the rights of EL's and their families, particularly during the enrollment process. These protections are provided because many EL students' levels of transiency and lack of English proficiency make them a particularly vulnerable population.

Wayne County School District will enroll all students regardless of their or their parents' or guardians' actual or perceived citizenship or immigration status.⁷

When enrolling students, Wayne County School District will not request information from students or their parents or guardians in order to deny access to public schools on the basis of race, color or national origin.⁸

For example, Wayne County School District may require proof of residency, inquiring into students' citizenship or immigration status or that of their parents or guardians, would not be relevant to establishing residency.⁹

Similarly, Wayne County School District may require students or their parents to provide proof of age, we may not bar a student from enrolling because he/she lacks a birth certificate or has records that indicate a foreign place of birth.¹⁰

Further, if Wayne County School District requests a student's social security number, it must:

- 1) Inform the family that providing it is voluntary and refusal will not bar the child from enrolling in or attending school; and
- 2) Explain for what purpose the number will be used. Wayne County School District may not require families to provide a social security number to enroll in or attend school.¹¹

In general, Wayne County School District should review the list of documents we require for enrollment to ensure we do not unlawfully bar or discourage students from enrolling in or attending school.¹²

More information about the rights of all children to enroll in school is available in this Dear Colleague Letter on School Enrollment Procedures from the U.S. Departments of Education and Justice.

⁷U.S. Departments of Education and Justice, Dear Colleague Letter: School Enrollment Procedures (2014), p.2, available at www.ed.gov/ocr/letters/colleague-201405.pdf (referred to as Dear Colleague Letter: School Enrollment Procedures for the rest of this document).

⁸Dear Colleague Letter: School Enrollment Procedures, p.2.

⁹Dear Colleague Letter: School Enrollment Procedures, p. 2.

¹⁰Dear Colleague Letter: School Enrollment Procedures, p. 2.

¹¹Dear Colleague Letter: School Enrollment Procedures, p.4.

¹²Dear Colleague Letter: School Enrollment Procedures, p.2.

Identifying

Home Language Survey

A Home Language Survey (HLS) must be completed for each student registering for enrollment in a school in Mississippi. An HLS is a tool to be given to **all new entering students** and used to identify students who may not be proficient in English.

It is recommended by the U.S. Department of Education to include these questions to comply with federal law:

- Is a language other than English spoken at home:
- Is your child's first language a language other than English?
- What language did your child learn when he/she first began to speak/
- What language does your child most frequently speak at home?

If any response on the HLS indicates the use of a language other than English by the student or an individual in the home, then further assessment must be conducted to determine the student's English-language proficiency level.

The completed survey becomes part of the student's cumulative record and must be available for future reference.

The Placement Test for Instructional Placement

The LAS Links placement test must be conducted to determine the level of English proficiency and to facilitate appropriate instructional and program placement decisions. Potential EL students identified by the HLS during registration during the beginning of the school year must be assessed for English-language proficiency within thirty (30) calendar days of enrollment. Potential EL students who register after the beginning of the school year must be assessed within ten (10) school days of enrollment. The English Language Proficiency Test (ELPT) assesses the proficiency of students in all four language domains (i.e., speaking, listening, reading and writing). Those administering and scoring the placement test must be certified teachers and receive some level of training. The Wayne County School District Test Security Plan must describe who will administer and score

assessments, and what training is required to ensure valid and reliable results. The student's placement test report must be placed in their cumulative record.

Parent and Family Notification

Any parent or guardian whose child is receiving or is eligible to receive EL services has the right to decline or opt his or her child out of any or all EL services. The Wayne County School District may not recommend that a parent or guardian opt a child out of EL programs or services for any reason. The Wayne County School District will provide guidance in a language parents or guardians can understand to ensure that they understand their child's rights, the range of EL services that their child could receive and the benefits of such services. This is to ensure that the parent or guardian's decision to opt out is informed and voluntary. Since Wayne County School District receives Title I-A funds, we must provide written notification to parents or guardians of their child/children recommended placement in an EL program within thirty (30) days of the start of the school year (or within ten (10) days for later arriving students). The notification must include all of the statutorily-required elements, including the right to opt out. The Wayne County School District will retain appropriate documentation to demonstrate that a parent or guardian knowingly and voluntarily opted his or her EL child/children out of EL programs or particular EL services. It is important to note that opting out of EL programs or particular EL services does not affect a student's ability to participate in any other programs or services, such as special education services.

Grading and Retention of English Language Learners (EL)

As students are working to learn English during the initial stages of language acquisition, it is a violation of their Civil Rights to retain them due to limited language proficiency. Under Title VI of the Civil Rights Act of 1964 (Title VI) and the Equal Educational Opportunities Act of 1974 (EEOA), schools must ensure that EL students are placed appropriately and can participate meaningfully and equally in educational programs. Districts are required to take steps to ensure that students are not retained solely because they are still in the early stages of learning English. Students who receive extensive language support and classroom accommodations must have this information noted on their report cards, and accommodations must be shared with the families of EL students to ensure that they have an understanding of true academic performance in English language proficiency.

LAS Links recognizes five proficiency levels:

- Level 1 (Beginning);
- Level 2 (Early Intermediate);
- Level 3 (Intermediate);
- Level 4 (Proficient); and
- Level 5 (Above Proficient).
-

No failing grades may be given to EL's whose English proficiency is developing from Level 1 through Level 3. An EL cannot be penalized for his/her lack of English.

Wayne County School District will follow the following modified grading scale:

Kindergarten – 8th Grade:

1. Levels 1 – 3 (Beginning through Intermediate)
 - a. 70 – 100% Passing (with necessary accommodations and modifications)
 - b. Notation of "EL" on the report card
2. Levels 4 -5 (Proficient and Above Proficient)
 - a. Common criteria for assigning grade (with necessary accommodations and modifications)

- b. Notation of “EL” on the report card

9th Grade – 12th Grade:

1. Levels 1 – 3 (Beginning through Intermediate)
 - a. 61 – 100% Passing (with necessary accommodations and modifications)
 - b. Notation of “EL” on the report card
2. Level 4 – 5 (Proficient and Above Proficient)
 - a. Common criteria for assigning grades (with necessary accommodations and modifications)
 - b. Notation of “EL” on the report card

A Carnegie unit credit should be awarded to students in Levels 1 – 3 based on classroom modifications and accommodations for student success.

Legally, the district is required to accommodate the EL in a way that allows the student to benefit from the educational experience. The student cannot be penalized for his/her lack of the English language. A valid interpretation would mean that a student should never be given the grade of “F” when the student’s lack of success can be attributed to limited English proficiency. Experts in the field say that the average amount of time for attaining oral fluency is one (1) to two (2) years. However, English skills in reading and writing take an average of five (5) to seven (7) years; during this time the student may still be limited English proficient (LEP).

The experts in the field of English as a Second Language suggest that classroom teachers hold students accountable for material that is appropriate for their English language levels and educational background. Modifications of instructional methods and assessments are recommended for grade-level content material. (Possibilities include shorter tests, reading aloud, oral responses and pictorial responses, etc.)

Retention is generally not recommended for ELs’. It is crucial that a careful evaluation is made to be sure that lack of English language skills is not mistaken for poor achievement. Though the decision to promote or retain must be made on a case-by-case basis, any decision to retain an EL must be accompanied by extensive documentation demonstrating that appropriate accommodations and modifications were employed throughout the year to assure compliance with Federal requirements (May 25, 1970 Memorandum).

CHILD FIND

Child Find is a process required by the *Individuals with Disabilities Education Act* (IDEA) to **identify, locate and evaluate** all children from birth through 21 years of age who may have disabilities and may need early intervention or special education services. It is an ongoing process of public awareness activities and evaluations to ensure children with special needs can receive the help they need to succeed as early as possible.

TRANSFER OF STUDENT RECORDS

Intra-District

All transfers within the Wayne County District should include the cumulative folder and permanent records.

STUDENT INSURANCE

It is the order of the Wayne County School Board, superintendent and principals that every student participating in extracurricular activities, such as interscholastic sports and/or physical education must secure insurance. The parents/guardians must write a letter stating that they have an insurance policy and will show this policy to a

principal, coach or sponsor of the school activity. In such cases, the parent/guardian shall be responsible for all matters thereafter.

GRIEVANCE PROCEDURE

A grievance procedure is available in each school in the School Board Policy Manual and is available to all teachers and students upon request (index GAE-R). The same procedure applies to staff and students.

STATEMENT OF ASSURANCES

It is our policy not to discriminate on the basis of race, color, national origin, sex or handicap in all programs, services and activities in the Wayne County School System.

POLICY ON JUNIOR-SENIOR PROMS

Within the Wayne County School District, proms are **NOT** school-sponsored activities.

PERSONAL GOODS POLICY

In the event a personal good item is stolen or damaged, the school will **NOT** assume responsibility for repairing or replacing the item.

OUTSIDE FOOD AND DRINK POLICY

All outside food and drink must be consumed before entering the school building. No outside food or drink will be allowed in the building. The only exception will be water.

PROHIBITED ITEMS

This list is not intended to be all inclusive. Any item that causes a disruption to the educational process in the determination of the Superintendent and/or principal will be considered prohibited. The school administration will decide if other items are to be added to the list. Students may also face suspension for bringing restricted items to campus, on a school bus or a school sponsored event.

Possession of the following items on school property is prohibited:

Alcoholic Beverages	No handheld gaming device	Paint Guns
Any type of Weapon	Gang Paraphernalia	Personal Defense Items (mace, pepper spray)
Bandannas	Drug Paraphernalia	Pillows/Blankets
Head Gear	Incendiary Materials	Playing Cards/Dice
Gun Jewelry	Illegal Drugs	Pornographic Materials
Cigarette Lighters	Knives	Radios
Earrings (Males)	Laser Lights	Stolen Property
Facial Jewelry	Mace	Tobacco in Any Form
Electronic Smoking/Vaping Devices	Look Alike Drugs	Synthetic Drugs
Fingernail Files	Matches	Toys/Toy Weapon
Firearms	Metal Picks	Walking Canes
Fireworks	Noise-Making Devices	Water Pistols

DRESS/GROOMING POLICIES (JCDBA)

<p>Wayne County School District Student Dress Code 2022-2023</p>

This Dress Code outlines the only acceptable form of attire approved to be worn by students in this district. Any deviations, however slight, are disallowed.

Every component of the student attire should be appropriate in length and/or size. No tight fitting, body forming pants, shorts, capris, skirts or dresses of any type. Appropriate is defined as that which properly covers the body and which is in good taste as determined by school administration.

The principal shall have the final decision about the appropriateness of the length/size of clothing. All teachers will monitor student dress and send those students who, in their opinion, are dressed inappropriately to the principal at the beginning of the day.

Any clothing or appearance styles that are deemed as a distraction by the administration will not be permitted. All clothing should be free of rips and tears. No holes are permitted in clothes.

The principal may designate two (2) days each nine weeks as a “Special Day”. Students would be allowed to wear school spirit shirts with jeans on that day.

As part of the regular dress code, a specific artwork-approved school T-shirt may be worn on days specified by the school principal. All shirts must be in the appropriate size and must always be tucked.

Each school may add one color polo that is a unique color for their school. Colors will be set by the school administration with approval from the Superintendent.

*****NOTE: All students are required to wear a navy blue coat/jacket.**

WAYNE COUNTY HIGH SCHOOL 9TH – 12TH GRADES
STUDENT DRESS CODE AND UNIFORM POLICY
2022-2023

<p style="text-align: center;"><u>BUTTON – UP SHIRTS</u></p> <ul style="list-style-type: none"> • Navy, white or orange • Oxford (pointed collar) or Peter-Pan (rounded Collar) • Only top button may be left unbuttoned • Long or short sleeve • With or without pockets • All male students must tuck in their shirts • <u>Shirts cannot be worn as a jacket</u> 	<p style="text-align: center;"><u>KNIT POLO SHIRTS</u></p> <ul style="list-style-type: none"> • Navy, white or orange • Plain front • Material should be polyester, cotton or Dri-fit • Collar with 2, 3 or 4 button closure • Only top button may be left unbuttoned • Long or short sleeve • With or without pockets
<p style="text-align: center;"><u>BELTS</u></p> <ul style="list-style-type: none"> • Belts are required for all male students • If a belt loop is present, a belt must be worn • If belt loops are removed, the article of clothing is not permissible • The belt nor the belt buckle can be offensive or distracting 	<p style="text-align: center;"><u>PULLOVERS, SWEATSHIRTS</u></p> <ul style="list-style-type: none"> • Navy, white, orange or gray-Plain or WC logo only. • School approved artwork only • Regulation polos must be worn under all outer garments.
<p style="text-align: center;"><u>DESIGNER LOGOS</u></p> <ul style="list-style-type: none"> • Designer logos are to be approximately equal or smaller than a quarter in size. This applies to all articles of uniform clothing. • No monogramming will be allowed 	<p style="text-align: center;"><u>SPIRIT OR ALTERNATE SHIRTS</u></p> <ul style="list-style-type: none"> • Spirit or Alternate Shirts must be school approved and worn only on designated days.
<p style="text-align: center;"><u>SWEATERS</u></p> <ul style="list-style-type: none"> • Navy, orange or white • Plain front: Cardigan or pullover • Must be worn over a regulation shirt • Scoop neck, V-neck or crewneck • Long sleeve or sleeveless • NO hoods • Regulation polos must be worn under all garments 	<p style="text-align: center;"><u>JACKETS, COATS & RAINCOATS</u></p> <ul style="list-style-type: none"> • NAVY ONLY-NO HOODS • NO lights or sounds • Shirts <u>cannot</u> be worn as a jacket • Only WCHS letterman jackets are permissible • Trench coats are not permissible • Name or initial monogramming is allowable on jackets. The size of the monogram should not exceed 4 inches.
<p style="text-align: center;"><u>WALKING SHORTS</u></p> <ul style="list-style-type: none"> • Solid khaki or navy blue in color • Uniform quality material; permanent press; wash/wear • NO denim or stretch fabric • Cuffed or uncuffed • Pleated or flat front • With or without elastic (see belt section) • Length should be no shorter than student's fingertips with arms fully extended by their sides. 	<p style="text-align: center;"><u>SKIRTS</u></p> <ul style="list-style-type: none"> • Solid Khaki or navy blue • Acceptable styles: box pleat, kilt, knife pleat, straight and regular • NO slits above the knee in the front or back of skirt • Uniform quality material; permanent press; wash/wear; • NO denim or stretch fabric • Skorts are not permissible • Length should be no shorter than student's fingertips with arms fully extended by their sides.

<p style="text-align: center;"><u>PANTS & CAPRIS</u></p> <ul style="list-style-type: none"> • Solid khaki or navy blue in color • All brands are acceptable • Cuffed or uncuffed; pleated/plain front; with/without elastic • Uniform quality material; permanent press; wash/wear • NO denim or stretch fabric is acceptable • NO pants below the waist line • NO tight fitting, body forming, hip hugger, skinny jeans or low rise • NO joggers or drawstring pants 	<p style="text-align: center;"><u>UNDERCLOTHING</u></p> <ul style="list-style-type: none"> • Undershirts: navy, white or orange • Proper underclothing shall be worn • NO see-through clothing may be worn • NO logos, markings or colors may be visible through Outer garment • Undergarments are to never be visible • NO undershirts without a regulation outer shirt • Turtlenecks: navy, white or orange; will be considered as an undershirt and cannot be worn alone • Leggings/tights: navy, white, orange or black and may be worn under skirts, jumpers or dresses
<p style="text-align: center;"><u>JUMPERS OR DRESSES</u></p> <ul style="list-style-type: none"> • Solid khaki or navy blue • Styles: Round collar, square collar, V-neck, A-line straight or pleated • Uniform quality material; permanent press; wash/wear • Polo style dresses must be khaki in color • Length should be no shorter than student's fingertips with arms fully extended by their sides. 	<p style="text-align: center;"><u>SHOES</u></p> <ul style="list-style-type: none"> • NO steel or composite toe shoes • NO house slippers • NO lights, music, wheels, spikes or cleats
<p style="text-align: center;"><u>RAIN GEAR, HEADGEAR & PIERCINGS</u></p> <ul style="list-style-type: none"> • Rain coats: NAVY ONLY AND NO HOODS • Rubber boots may be worn if weather permits • NO headgear will be allowed inside the school buildings/classrooms • Allowable headgear includes: Navy, orange or white hats, sweat bands, toboggans and ball caps • Headbands should be no more than 2 inches in width and be SOLID navy, white or orange • NO FACIAL JEWELRY: example nose rings, lip rings etc... • NO Band Aids or other coverings are permissible to conceal any piercing while on school property or representing WCHS in any capacity 	<p style="text-align: center;"><u>NOTES</u></p> <ul style="list-style-type: none"> • A pullover is defined as half or quarter zip or button collar without a hood worn as an outer garment • A jacket is defined as any full length zip or letterman style button worn as an outer garment • On designated jean days, students will be allowed to wear blue jeans void of all rips, tears, frays, tatters and holes • THE PRINCIPAL SHALL HAVE THE FINAL DECISION ABOUT APPROPRIATENESS OF LENGTH AND SIZE

Discipline Procedure for Dress Code Violation

1st Offense – A warning will be issued. Students will be required to change clothes.

2nd Offense – 1 day In School Suspension (ISS)

3rd Offense - Level 3 Violation

CELL PHONE POLICY

WCHS recognizes the importance of communication and collaboration, and it provides devices for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, the school enforces the following:

- Students enter the classroom, cell phones are to be turned off and turned into the teacher until the end of the block.

- Cell phones and all mobile devices are **NOT** allowed to be used during transition times or between classes.
- If a student needs to make an emergency call during the school day, he/she must first come to the office to obtain permission to call.
- Headphones, earbuds, air pods and any other listening devices are **NOT** allowed on campus.
- Cell phones may be used only before school, break (in the commons), and during lunch time (cafeteria).

Consequences

Failure to adhere to cell phone expectations will result in the following:

- During the first week of school, warnings by teachers will be issued.
- Effective the second week of school, cell phone infractions will result in confiscation of the violators' phone: phone will be sent to the main office.

1st Violation: Students will pick up the phone in the main office at the end of the school day after 2:30 p.m.

2nd Violation: Parents will be contacted and can pick up the cell phone from the main office after 2:30 p.m.

3rd Violation: Students who habitually refuse to follow cell phone policy will result in a Level 3 infraction.

ALL cell phones will be stored at the teacher's discretion when students enter the classroom. WCHS is **NOT** responsible for lost, damaged, or stolen cell phones.

Students refusing to store cell phones in a teacher's designated location will be cited with a Level 3 infraction.

OFFICES, CLUBS AND ORGANIZATIONS

CLUB PARTICIPATION

Each school club has its own eligibility requirements for membership as determined by appropriate charters and school guidelines. Students should consult a club sponsor in order to obtain information about eligibility for membership.

PROHIBITED ORGANIZATIONS (JCDBA)

No student shall actively participate or wear clothing or other indications of membership in an organization which advocates violence or hatred toward any group of students and other individuals or an organization which either intends to or does disrupt the educational process through its purpose or actions.

EXTRA-CURRICULAR PARTICIPATION

All students shall be afforded the opportunity to participate in multiple/overlapping athletic or extra-curricular opportunities. Sponsors/Coaches will be responsible for communicating and working with one another in order to facilitate appropriate student access to practices and performances during multiple/overlapping activities.

ENDORSEMENT OF EXTRA-CURRICULAR ORGANIZATIONAL POLICY REQUIREMENTS

Many extracurricular organizations have established their own policy statements by which participants must abide. These policy statements, as well as other organizations' policy statements approved by school administrators but not necessarily included in this handbook, shall be documents by which participation in those organizations will be governed. Revisions of any policy statement shall take effect upon their approval by organizations sponsors and the principal.

CLASS OFFICERS

Class officer elections shall be based upon a plurality of votes. Members of each class will vote for their respective class officers. Each class will elect the following officers: one (1) president, one (1) vice-president, one (1) secretary and one (1) historian. Any candidate for a class office must meet the following conditions:

1. The candidate must have earned an overall 2.5 GPA for the previous year.
2. The candidate must have the appropriate credits for grade level classification before the election.
3. The candidate must secure a petition for office by the announced deadline.
4. The candidate must return a correctly completed petition for office by the announced deadline.
5. The candidate must have all campaign materials approved by Student Council advisors prior to use.
6. The candidate must limit campaign activities to one week prior to the election.
7. The candidate must help with the homecoming float.
8. The candidate cannot have been suspended or expelled during the previous or current school year.
9. Class officers will automatically become members of the Student Council.

HOMECOMING COURT

The annual Homecoming Court shall be organized according to the following guidelines:

1. A candidate must pay the entry fee set by the Homecoming Committee by the announced deadline.
2. Students in each class shall elect one female (1) class maid by casting one (1) vote from a list of candidates.

3. One (1) senior female will be elected Homecoming Queen, and one (1) senior female with the second largest number of votes shall be the Student Body Maid.
4. If the Queen should become unable to serve, the Student Body Maid shall become Queen and a new Student Body Maid shall be elected.
5. Escorts for the Homecoming Court must be approved by the Homecoming Committee.
6. The Homecoming Queen will be crowned during the ceremony before the Homecoming Football game.
7. The candidate must have earned an overall 2.5 GPA for the previous year.
8. The candidate must have the appropriate credits for grade level classification before the election.
9. The candidate must help with the homecoming float/board.
10. The candidate cannot have been suspended or expelled during the previous or current school year.
11. The Homecoming Court will consist of two (2) maids per grade for grades 9-11; three (3) maids for 12th grade (Queen, Student Body and Class Maid); one (1) Football Sweetheart representing grades 9-11 football players; one (1) 12th Grade Football Sweetheart. The total number of Homecoming Representatives on the field will be eleven (11).

MR. AND MISS WCHS

Mr. and Miss WCHS elections shall be based upon a plurality of vote by the entire student body. Mr. and Miss WCHS shall be elected after the second nine weeks of the school year according to the following guidelines:

1. Each candidate must be a graduating senior.
2. Each candidate must have attended Wayne County High School for at least his/her junior and senior year.
3. Each candidate must have an overall 3.0 GPA. The GPA shall be determined by calculating the student's yearly GPA for the freshman year, sophomore year, junior year and first semester of senior year.
4. Each candidate cannot have been suspended or expelled from school during his/her previous or current school year.
5. Each member of the student body may cast one (1) male in the election of Mr. WCHS and one (1) vote for a female in the election of Miss WCHS.
6. The male receiving a plurality of the votes cast for male candidates, shall be declared Mr. WCHS. The female receiving a plurality of votes cast for female candidates, shall be declared Miss WCHS.

WHO'S WHO

Members of each class will vote for their respective Who's Who nominees. Categories will include one (1) Class Favorite, two (2) Friendliest, three (3) Most School Spirit and four (4) Most Studious. Each grade will elect two (2) boys and two (2) girls in each category. Nominees will be selected according to the following conditions and procedures:

1. The candidate must secure a petition for the desired position by the announced deadline.
2. The candidate must return a correctly completed petition by the announced deadline.
3. Each student may vote for one (1) boy and one (1) girl in each category.
4. The top two (2) female candidates and top two (2) male candidates receiving the most votes by a plurality in each category will be elected.
5. The candidate cannot have been suspended or expelled during the previous or current school year.
6. No candidate can have been suspended or expelled from school during his/her previous or current school year.

STUDENT COUNCIL

In order to be recommended to run for the student council, a student must meet the same requirements to run for any elected office. The following procedures will be adhered to:

1. The candidate cannot have been suspended or expelled during the previous or current school year.
2. Election is accomplished by the candidate securing and returning an application to the Student Council advisor by the announced deadline.
3. Faculty will vote on the prospective class representatives. There will be four (4) freshmen representatives, six (6) sophomore representatives, eight (8) junior representatives and ten (10) senior representatives (no more than five (5) graduating in December). Appointed positions may be selected by the administration and Student Council Advisors.
4. New members must follow all rules and guidelines to remain members. Class officers will automatically be added to the Student Council.
5. Initial dues are \$30.00 per year.

High School

The teachers' from grades 9 – 12 will nominate students to be placed on the ballot for the election. The students in grades 9 – 12 will then elect five (5) students per grade for a total of twenty.

A committee of teachers, administrators and counselors will select twenty students from the previous year's membership. This will make the total membership forty in the high school.

Duties

1. Attend meetings on a regular basis;
2. Promote the best interest of the Wayne County Schools;
3. Serve as a link between the student body and faculty;
4. Foster sentiments of law and order;
5. Develop a growing appreciation for a democracy by pursuing the educational possibilities and participating in a democracy; and
6. All members are required to have 35 service hours through the Student Council.

REGULATIONS FOR DISMISSAL FROM OFFICE OR POSITION

Infractions of rules set forth in the regulation pertaining to the general qualifications for office or position may lead to immediate dismissal. The final judgment to determine the infraction that elicits the need for dismissal is to be an administrative decision.

CLUBS AND ORGANIZATIONS

A list of clubs and organizations with sponsors will be posted on the bulletin board in each classroom at the beginning of school. Students interested in participating will need to contact the sponsor for information. All clubs and organizations will meet after school hours. Sponsors must approve all club meetings.

1. Sponsors must read and approve all correspondence;
2. Sponsors must read or hear all speeches before they are given publicly; and
3. All announcements must have the sponsor's signature.

BETA CLUB

The National Beta Club is a student honor society based on high academic achievement, excellent character and good citizenship. In order to join the WCHS chapter of National Beta Club, a student must have a GPA of 3.0 or above in each of his/her classes. Once installed in the Beta Club, a student must maintain a GPA of 3.0 or above. Failure to maintain an adequate GPA will put the student on probation for one nine-week period. If grades are not improved by the end of the probation period, the student will be dismissed from Beta Club without reimbursement of dues. In order to remain a member, students must attend 75% of Beta Club meetings and participate in 75% of Beta Club sanctioned activities. At all times, the student is subjected to the National Beta Club Code of Conduct and is under the jurisdiction of the faculty advisor. The membership fee for each student in the National Beta Club is \$35.00 paid yearly. No candidate can have been suspended or expelled from school during his/her previous or current school year.

HALL OF FAME

Seniors may be nominated for Hall of Fame by their teachers if they have a GPA of a 3.0 or higher, an ACT score of 17 or above and no out of school suspensions. The student must have attended Wayne County High School for two (2) years. If a senior meets these qualifications and has two (2) teacher nominations, he/she will be placed on the Hall of Fame ballot. The top six (6) seniors with the most votes by all their WCHS teachers will be selected for the Hall of Fame.

WAYNE COUNTY SCHOOL DISTRICT INTERNET ACCEPTABLE USE POLICY

INTERNET ACCEPTABLE USE POLICY

The Wayne County School District (WCSD) is pleased to offer to its students, faculty and staff access to the Internet in accordance with the terms and conditions of this policy. The Internet is an electronic highway connecting hundreds of thousands of computers and millions of individual users globally. This computer technology will help propel our schools through the communication age by allowing students and staff to access, and to use resources from distant computers to communicate and to collaborate with other individuals and groups and to significantly expand their available information base.

Overview

Internet access is coordinated through a complex association of government agencies and regional/state networks. In addition, the smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. To this end, Congress has passed and the President has signed into law, the Children's Internet Protection Act (CIPA) [Pub. L. No. 106-554 and 47 USC 254(h)]. CIPA requires that schools receiving certain federal funds, including E-Rate discounts and Title III of the Elementary and Secondary Education Act, put into place Internet Safety Policies. These Internet Safety Policies must include a technology protection measure for blocking access to "visual depictions" of obscene material, child pornography and material that is "harmful to minors" when minors are accessing a computer or the Internet. CIPA also requires that the Internet Safety Policy include monitoring of all online activities of minors, the education of minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and Cyber-bullying awareness and response. Additionally, the policy must address all of the following:

- a) Access by minors to inappropriate material on the Internet and the World Wide Web;
- b) The safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications;
- c) Unauthorized access, including so-called "hacking" and other unlawful activities by minors online;
- d) Unauthorized disclosure, use and dissemination of personal information regarding minors; and
- e) Measures designed to restrict minors' access to materials harmful to minors.

Recognizing that no filtering solution can be 100% effective, it is understood that all technology protection measures do not and will not work perfectly. In complying with CIPA, schools are expected to engage in a "good faith effort" to abide by the requirements of CIPA. CIPA does not create a private right to action, meaning that the discovery of objectionable material on a computer cannot result in a lawsuit complaining that a school violated CIPA.

WCSD Internet Terms and Conditions of Use

The guidelines are provided so that you, the user and/or parent of the user, are aware of the responsibilities you are about to assume. In general, this requires efficient, ethical and legal utilization of the network resources. If the WCSD user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

A summary and/or implications statement appears in italics below each section.

All signatures at the end of this document are legally binding and indicate that the terms and conditions have been carefully read and their significance understood.

Monitoring of Network Use

All data transferred and/or transmitted over the WCSD network is monitored and recorded at all times. All data transferred or transmitted over the network can be tracked and identified and originating users can be held liable if their use of the network violates any established policy, regulation or law. Any data stored on district-owned equipment may be archived and preserved by the district for an indefinite period. Such data includes, but is not limited to E-mail, text documents, digital photographs, music and other digital or electronic files.

Use good judgment in the types of materials that you access, store and use in your work.

School District Ownership

All data transferred over the district network or stored on any district-owned equipment/media is the property of the WCSD.

This includes any kind of file, data stream, graphic, document, music, photos, etc. Any personal items placed on district computers become property of the school district with possibly no chance of release or recovery.

Consequences of Policy Violations(s)

Any student or district staff, including contract services (outside parties), who violate any policy, regulation or law regarding use of the District Network will be identified and corrective and/or punitive actions will be identified and corrective and/or punitive actions will be taken. See **PROHIBITED ACTIONS** section which follows.

All users of the District Network are charged with reporting violations or misconduct, after having knowledge to their teachers, supervisors or Network Administrator(s) of which they have knowledge. Users who fail to report violations may be subject to the same disciplinary actions as those who violate the policy.

Violations of these procedures may result in, but is not limited to, a loss of access privileges, disciplinary action by the school and/or district administration, suspension, termination and/or contact of law enforcement agencies.

No summary of implication statements necessary for this section.

Disclaimer of Liability

The WCSD disclaims all liability for the content of material to which a student or staff may have access on the Internet and for any damages suffered as a result of the student or staff member's Internet use. The WCSD makes no guarantee that functions of services provided by its Internet access will be without error defects. The WCSD shall not be responsible for:

- a) Any damages a student or staff member may suffer, including, but not limited to, loss of data or interruption of services;
- b) For the accuracy or quality of information obtained from or stored on any of its network or client systems;
- c) Financial obligations arising through the unauthorized use of the systems; and/or
- d) Any actions or obligations of a student or staff member while accessing the Internet outside the public school system for any purpose.

While the district takes steps to protect users from inappropriate material, makes every attempt to intercept unlawful and malicious actions from affecting users and makes every effort to safeguard users, no system is perfect. Those risks must be recognized and accepted by users who sign the AUP SOA.

Those who use district equipment for personal use may incur liability for damages to themselves and not the district.

Filtering

The District uses an aggressive Content Filter and SPAM filter. Users acknowledge that content of e-mail and web pages delivered to the user is controlled by District Policy. However, users must also recognize that no system is perfect and that in the event inappropriate material is accessible, the District shall not be held liable.

The District uses a “closed system” for Internet usage, opening only known legitimate sites and upon requests by users, if approved. If one encounters a blocked page, then the user has the option to click on a link to request that a site be reviewed and/or may submit the entire URL via the District Helpdesk for review and, if approved, the site may be unblocked.

A constant, sincere effort to use the most advanced and wide-ranging appliances and machinery available is a goal of the district. However, there is nothing that can guarantee 100% block of offensive or inappropriate materials via the Internet or intranet.

E-Mail and Electronic Document Retention

All emails and electronic documents created and shared with others inside or outside the district in conducting district business should be saved in user-designated folders within the district’s email client or folders on the user’s computer.

Emails should be saved, or archived. Emails can contain attachments. Those should be saved as well. Any word processing (e.g., MS Word) document, text file (e.g., Notepad, WordPad), slide show (e.g., MS PowerPoint, Adobe Flash), spreadsheet (e.g., MS Excel, Google Docs), graphics/pictures (e.g., .jpg, .gif, .tiff, .bmp) movies (e.g., .mov, .wmv, .mp3) should be saved.

Emails should be archived either to the user’s computer or the district server. Archives may be saved as long as server storage is available and it is manageable, even after an employee resigns, retires or is fired from the district.

Any District employee who generates newsletters, memoranda, slide shows, graphics, etc., with their workstations, laptops or other computing machinery should also organize their computer’s workspace (storage) using folders to store such electronic documentation.

Prohibited Actions

The following actions on the District Network are specifically prohibited, but are not limited to:

- Installing software without the approval of the school Instructional Technology Specialist (ITS) and school principal, or a Network Operations Center (NOC) Technician and the respective department director of district sites;

- Downloading any computer software application, utility, plug-in, or other such operations (re)configurators without ITS and principal approval;
- Creating, downloading, storing, sending or displaying offensive messages or pictures including, but not limited to pornographic or other sexually explicit material;
- Inserting, using or attaching non-approved disks, CD-ROMS or other media storage devices into or with computers;
- Assisting in the election or promotion of any person to any office, the opposition to any person for the same, or for any political issue that may arise;
- Using obscene, profane or vulgar language;
- Harassing, insulting, intimidating or attacking others;
- Engaging in any practice(s) that threaten the network and other technological tools and equipment;
- Violating copyright laws;
- Using the password of others to access the network or any other electronic information or telecommunications services;
- Accessing the documents, files, folders or directories of others;
- Using the network and telecommunications services for commercial promotion, product endorsement or advertisement;
- Using the network, electronic information, computer-driven software and telecommunications services for personal use, gain or convenience;
- Misusing the resources of the district's network, electronic information, computer-driven software, or telecommunications service equipment or supplies;
- Conducting business other than that deemed academic in nature over the network;
- Promoting causes that are religious in nature, with no apparent educational or instructional value; and/or
- Violating this or other procedures and guidelines established and set forth by the district's administration regarding network services.
- Attempting to bypass network controls and filters.

The above listing is not all inclusive. It is merely a guide that lists the types of behaviors that are not acceptable for network use. The list will be amended from time to time.

Individual Building/Site Rules

Each school/site may have its own set of rules or procedures not inconsistent with district policy and procedures. Students, Staff and Faculty are expected to follow those rules or procedures as well:

Consult with your respective building's administrator/site director, etc. for rules beyond those discussed in this AUP information guide.

The procedures are the minimum. Schools/sites may implement additional rules, but cannot relax minimum district standards without the approval of the Superintendent and concurrence of the Director of Technology.

Use of Outside E-mail Clients and Stipulations for Using District E-mail Clients as District Representatives (Teachers, Administrators, Managers, etc.)

Use of "Internet Mail" by students, staff and faculty such as Yahoo mail, Hotmail and POP3 accounts provided by their "home" Internet service providers is not allowed at this time. Gmail is the only permitted email.

The District does block the use of non-Gmail Internet mail accounts, but any “OFFICIAL” communications, e.g., Teacher to Parent, Staff to Staff, must be via the district’s wcdms.com e-mail system. Teacher to Student/Student to Teacher email is **NOT** permitted. This includes, but is not limited to, teachers who guide extracurricular activities such as Clubs, Choirs, Bands, Athletics and the like.

This means that any communications/correspondence you conduct as a representative of the Wayne County School District (teacher, principal, club sponsor, director, etc.) must be done using the Gmail wcdms.com account. Refer to section concerning EMAIL & ELECTRONIC DOCUMENT RETENTION.

Stipulations for Web Site Use as District Representatives (Teachers, Administrators, Managers, etc.)

Use of Non-District web sites to present information, classrooms, clubs or any other officially sponsored activities of the WCSD is prohibited. Any sanctioned activity must be hosted on either the District’s Digital School Network web site, <http://WCSDMS.com>, the www.wayne.k12.ms.us website or any server in the wayne.k12.ms.us or WCSDMS.com domain (e.g., WCSD5.k12.ms.us, gallery. WCSDMS.com).

New teacher web sites must be constructed within the WCSD’s Digital School Network portal.

Restrictions on Use of Personal Computers or Laptops within the District Network

- Use of personally owned equipment by students/staff/faculty will be evaluated on a case by case basis. Users must first notify the NOC of such anticipated use.
- Any device that accesses the district network must be approved by the Information Systems Department and meet minimum standards with regards to anti-virus and spyware protection prior to use. This includes, but is not limited to, personal computers, notebooks/laptops, PDA’s, music players, Internet capable phones and other devices.
- Devices that have configurations which degrade network capabilities, such as Internet access sharing, proxy servers, routing or peer to peer networking, must have those configurations disabled prior to connecting to the district network.
- Devices found to be in conflict with conditional network access or violate the configuration policy will be banned from district use. Students or staff members who act contrary to the restrictions above will be reported to their appropriate administrator for appropriate disciplinary action.

Any personally-owned device that connects physically with the District Network (Cat-5/6 Cabling, Fiber optic Cabling, Wireless, or Bluetooth) must be inspected by NOC annually for compliance with the AUP. Personnel who use such devices shall inform NOC of their presence and make arrangements to have the devices inspected.

Guideline Procedure Changes

The WCSD reserves the right to change these guidelines/procedures at any time.

WAYNE COUNTY SCHOOL DISTRICT INTERNET SAFETY POLICY

Introduction

It is the policy of the Wayne County School District to:

- a) Prevent user access over its computer network to, or transmission of inappropriate material via Internet, electronic mail or other forms of direct electronic communications;
- b) Prevent unauthorized access and other unlawful online activity;

- c) Prevent unauthorized online disclosure, use or dissemination of personal identification information of minors; and
- d) Comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act (CIPA*).

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet Filters") shall be used to block or filter Internet or other forms of electronic communications and access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled or in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the Wayne County School District online computer network when using electronic mail, chat rooms, instant messaging and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes:

- a) Unauthorized access, including so-called "hacking", and other unlawful activities; and
- b) Unauthorized disclosure, use and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Wayne County School District staff to educate, supervise, and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the District Acceptable Use Policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Wayne County School District or designated representatives.

The Wayne County School District and its schools will provide age-appropriate training for students who use the Wayne County School District's Internet. The training will be designed to promote the Wayne County School District's commitment to:

- a) The standards and acceptable use of Internet services as set forth in the Wayne County School District's Internet Safety Policy;
- b) Student safety with regard to:
 - i) Safety on the Internet;
 - ii) Appropriate behavior while online, on social networking Web sites and in chat room; and
 - iii) Cyber-bullying awareness and response.

- c) Compliance with the E-rate requirements of the Children’s Internet Protection Act (CIPA).

Following receipt of this training, the student will acknowledge that he/she received the training, understood it and will follow the provisions of the District’s acceptable use policies.

***CIPA definition of terms:**

Technology Protection Measures

The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

1. OBSCENE, as that term is defined in Section 1460 of Title 18, United States Code;
2. CHILD PORNOGRAPHY, as that term is defined in Section 2256 of Title 18, United States Code; or
3. Harmful to minors

Harmful to Minors

The term “harmful to minors” means any picture, image, graphic file or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
2. Depicts, describes or represents in a patently offensive way with respect to what is suitable for minors, and actual or simulated sexual act or sexual act or sexual contact, actual or simulated normal or perverted sexual acts or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

Sexual Act; Sexual Contact

The terms “sexual act” AND “sexual contact” have the meanings given such terms in Section 2246 of Title 18, United States Code.

Every member of the Wayne County School District is required to read the District’s Acceptable Use Procedures (AUP) and District Internet Safety Policy (DISP) once each school year and adhere to the procedures/policies contained therein. In addition, each member is required to complete a Statement of Assurance (SOA) that they have read, understood and will comply with the District’s Policies and Procedures.

Wayne County School District Student Social Media Agreement

As a student of the Wayne County School District, I recognize I have a responsibility to support the efforts of my teachers, administrators and fellow students to create a safe and welcoming learning environment free from threatening, harassing or intimidating language. I understand that my behavior online - including the content, images and links that I post and share on social media, websites and other digital platforms - is an important part of whether my peers, teachers, administrators and others feel safe and comfortable.

I also understand the Wayne County School District student handbook prohibits unacceptable uses of technology and requires that users of technology "Follow the same guidelines for respectful, responsible behavior online that they are expected to follow offline." I understand that if I encounter inappropriate material, I should report it to my principal immediately. In addition, I recognize that the following behaviors are prohibited and extend to my conduct online, including but not limited to:

- Using vulgar, abusive, or profane language, acts or and/or gestures;
- Conspiring to or creating a disturbance in the classroom, on the bus, on school property, or at any school function or verbally threatening such a disturbance;
- Bullying;
- Using abusive language or abusive behavior to district personnel or students;
- The use of cell phones to acquire or distribute inappropriate video or photography; and
- The forwarding, posting, reposting, airdrop and the sending of messages via text or messaging apps of inappropriate information on websites or blogs or sharing of social media content by any means.

Recognizing the above:

- I take responsibility for my online profiles, including my posts and any photos, videos or other recordings posted by others in which I appear.
- I will not post or share any threatening, harassing or intimidating content via social media, text message, messaging apps, or any other digital communication platform.
- I will refrain from sharing posts or text messages that contain threats, degrading messages or content that can be construed as bullying towards my peers.
- I will immediately report any social media post, text message or other digital content that contains an explicit or implied threat to the safety of my fellow students, faculty, staff or members of the community.
- It is my responsibility to report any inappropriate messages and/or posts to my school administrator and inform a parent or guardian immediately.
- I understand and I will not forward, post, repost, airdrop and send messages via text or messaging apps of inappropriate information on websites, blogs or other digital platforms.
- Consequences may include: ISS, OSS, Alternative School placement, Expulsion and/or arrest.

I understand my failure to any of the above may result in disciplinary action or potential criminal charges.

Print Student Name

Student Signature

School Name

Date