

**CLINTON PUBLIC SCHOOL DISTRICT
CLINTON HIGH SCHOOL**

Student Handbook and Code of Conduct



Updated July 2023
CLINTON HIGH SCHOOL
401 ARROW DRIVE
CLINTON, MISSISSIPPI 39056
<http://www.clintonpublicschools.com>

Administrative Office.....	601-924-5656
Athletics.....	601-924-0973
Attendance Office.....	601-924-5332
Band.....	601-924-5519
Career Complex.....	601-924-0247
Choral Music.....	601-924-0707
Counselor's Office.....	601-924-5443

CLINTON PUBLIC SCHOOL DISTRICT

BOARD OF TRUSTEES

Bernard Kines.....	President
Paula DeYoung.....	Vice President
Dr. Felicia Gavin.....	Secretary
Derek Holmes.....	Assistant Secretary
Dr. Matt Thomas.....	Member

CLINTON PUBLIC SCHOOL DISTRICT ADMINISTRATION

Andy Schoggin, Ed.D.	Superintendent – 601-924-7533
Charles King.	Assistant Superintendent – 601-924-7533
Teresa Duke, Ed. D.....	District Testing/Federal Programs – 601-924-7533
Libby Callegan.....	Chief Financial Officer – 601-924-7533
Chaffie Gibbs.....	Director of Special Education -601-924-7541
Kim Griffin.....	Director of Technology – 601-925-4011
Christell Hicks.....	Director of Food Services – 601-925-4017
Donny Gray.....	Supervisor of Transportation – 601-924-7219
Bo Barksdale.....	Director of Maintenance – 601-924-2100

CLINTON HIGH SCHOOL ADMINISTRATION

Brian Fortenberry.....	Principal – 601-924-5656
Areda Cockrell-Harris	Asst. Principal -601-924-5656
Matt Fulton.....	Asst. Principal -601-924-5656
Bill Hardin.....	Career Complex Director – 601-924-0247
Judd Boswell	Athletic Director – 601-924-0973
Gavin McAdams	Director of Bands – 601-924-5519

CLINTON HIGH SCHOOL COUNSELORS

Dana Wright (Last names A - G).....	601-924-5443
Katelon Adcock (Last names H – O).....	601-924-5443
Sarah Dill (Last names P - Z).....	601-924-5443
Meghan Davis (Career and Technical).....	601-924-0247

PHILOSOPHY

The Board of Trustees and personnel of the Clinton Public Schools are committed to the maxim that "all students can learn." Over the past decade, changes in the community have resulted in an increasingly diverse enrollment. Students exhibit differences in socio-economic, cultural, and family backgrounds; learning capacities and styles; needs and interests. Therefore, we believe the district's fundamental responsibility is to provide a range of academic and extra-curricular opportunities to enable each student to develop intellectually, physically, morally, socially, and emotionally to the maximum of his/her potential. This development is best accomplished as students; educators, parents, and community--individually and collectively--recognize their significant roles in the educational process and commit themselves to fulfilling their specific obligations. The Clinton Public School District strives to provide a safe and orderly school climate, a democratic environment where the rights of all are respected, and clearly defined academic priorities supported by appropriate extra-curricular activities. Finally, the District believes that the curriculum must be continuously evaluated and modified to maintain relevancy to societal changes, to meet a wide range of special needs and abilities, and to reflect the community's quest for excellence in education.

CLINTON PUBLIC SCHOOL DISTRICT CLINTON, MISSISSIPPI NOTICE OF NON-DISCRIMINATION

The Clinton Public School District complies with all federal and state laws and regulations and does not discriminate on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, marriage or veteran status or disability, in employment or in the delivery of educational services. This applies to all educational programs and extracurricular activities. Inquires associated with Title VI, Title IX, and/or accommodations for disabled employees, the public and accessibility of facilities and programs should be directed to Dr. Andy Schoggin, Superintendent at 601-924-7533. Inquires regarding the application of Section 504 of the Rehabilitation Act (concerning students with disabilities who are not eligible for Special Education) / (Americans with Disability Act should be directed to Mr. Anthony Goins, Assistant Superintendent, at 601-924-7533. These individuals may be contacted at the district main office located at 201 Easthaven Drive. The mailing address is P.O. Box 300, Clinton, MS 39060.

ASBESTOS NOTICE

Notice is hereby given to parents, employees, and employee organizations that the Clinton Public School District has had all of its buildings appropriately inspected for asbestos containing materials and a Management Plan for each building developed pursuant to the rules and regulations of the Environmental Protection Agency and the Asbestos Hazard Emergency Response Act; that a copy of the results of said inspections are on file in the Office of the Supervisor of Maintenance of Buildings and Grounds, the Office of the Director of the Career Complex, and in the offices of the respective principals of the Clinton Park Elementary, Northside Elementary, Eastside Elementary, Lovett Elementary, Clinton

Junior High, Sumner Hill Junior High, and Clinton High schools; that copies of all of the aforesaid results of inspections and completed Management Plans for all buildings are on file in the Office of the Superintendent of Schools, P.O. Box 300, 201 Easthaven Drive, Clinton, Mississippi; and that said copies of results of the inspections and completed Management Plans for the respective buildings may be read by any and all interested persons in the Office of the Supervisor of Maintenance of Buildings and Grounds, the Office of the Director of the Career Complex, in any and all of the aforesaid principals' offices between the hours of 8:00 a.m. and 4:00 p.m. when school is in session, and the results of said inspections and completed Management Plans for all of the buildings in the District may be read in the Office of the Superintendent of Schools between the hours of 8:00 a.m. and 4:00 p.m. on usual work days. For additional information, call Dr. Andy Schoggin, Superintendent of Schools, at 924-7533.

**DIRECTORY DISCLOSURE
NOTICE TO PARENTS AND STUDENTS**

Schools within the Clinton Public School District may disclose "directory" information which shall include: the student's name and address, date and place of birth, major field of study, pictures, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, credits and awards received, the most recent previous educational agency or institution attended by the student, and other similar information. Any parent or eligible student who wishes to have any or all of the directory information concerning his or her child or that student withheld must inform the school in writing within ten (10) days from the date that the student receives this notice.

TRANSFER OF RECORDS

In accordance with the Privacy Rights of Parents and Students Act, school records will be forwarded on request to a school in which a student seeks or intends to enroll.

ACCREDITATION

Clinton High School is accredited by the MISSISSIPPI ACCREDITING COMMISSION of the Mississippi State Department of Education.

Section I

General Policies, Procedures, and Information

ACTIVITY FUND

State Law requires that all money collected by any club, class, or other school organization must be deposited as soon as collection is made. The deposit slip, with the money, will be turned in to the school bookkeeper by the treasurer who in turn will be given a receipt. All school activity funds are deposited in a local bank in an account known as the CLINTON HIGH SCHOOL STUDENT ACTIVITY FUND. This account is audited annually. Books are kept in the office of the school showing an up-to-date balance of each club, organization, or activity. Post-dated checks are not accepted. During the last nine weeks of school, checks are not accepted; only cash or money orders.

FUND-RAISING PROJECTS

ALL MONEY-RAISING PROJECTS OF ANY HOMEROOM, CLUB, OR CLASS MUST BE APPROVED IN ADVANCE BY THE PRINCIPAL AND/OR SCHOOL BOARD. The homeroom teacher, club sponsor, or class sponsor must submit any proposed money-raising project to the principal for approval. Non-school related fund raisers are not permitted on school property.

PARENT-TEACHER ORGANIZATION

P.T.O. - The Parent-Teacher Organization works very hard each year for the students of Clinton Public Schools. Parents are encouraged to join and be actively involved in this important organization

RESIDENCY

Per State Law, ALL Students must reprove residency at the beginning of each school year.

CHANGE OF PUPIL'S ADDRESS

Change of personal data, address, or telephone number should be reported to the office as soon as possible.

One document from each group:

GROUP 1

- _____ Mortgage Document
- _____ Lease w/ names listed
- _____ Expires: _____
- _____ Homestead exemption
- _____ Deed

GROUP 2

- _____ Utility Bill (electric, gas, water) -
dated w/in the past 3 months
- _____ Car tag registration
- _____ Car title

ANNOUNCEMENTS

PUBLIC ADDRESS:

1. In order to keep interruptions of classroom work to an absolute minimum, only essential school-wide announcements will be made over the intercommunications system. Students are required to be seated and attentive during all public address announcements.
2. Occasionally, it may be necessary to make announcements during class periods, but this practice will be reserved only for business of a most urgent nature.

DAILY BULLETIN:

1. A daily bulletin, the ARROWHEAD, is made available to inform teachers and students of upcoming activities and important events. The Arrowhead will be emailed daily to staff and students. Students will be held accountable for all information issued in the ARROWHEAD.
2. Announcements for the daily bulletin must be submitted in writing, signed by a staff-faculty member, and dated. They shall be given to the school secretary prior to 2:00 P.M. on the day before the announcement is to appear.
3. The ARROWHEAD is available on-line by visiting the school website at www.clintonpublicschools.com.

DISTRICT E-MAIL

The Clinton Public School District has email service available to each teacher and administrator. While every effort is made to keep this service functioning properly at all times email service is subject to many areas of unreliability. Messages may be blocked, dropped, or lost by the Internet Provider, Mississippi Department of Education, BellSouth, and the Clinton Public School District servers.

If a matter is of an urgent manner, the email should be followed up with a phone call or personal contact to verify that a message was received.

Please note that CHS will not accept emails on matters dealing with attendance.

CORRIDOR TRAFFIC

In passing to and from classes and going to lunch, students should walk on the right side of the hallways. Congregating in groups, walking several abreast, and standing in the hallways blocks the normal traffic flow. Teachers will enforce these guidelines.

Under normal circumstances, unless a student is using his/her locker, he/she should keep moving.

LUNCH PERIOD POLICIES

1. Students shall be courteous and refined in their cafeteria manners as they are in their homes. Strict adherence to the published lunch schedule will be observed. Students shall dispose of waste into the garbage cans when finished. Students who break the cafeteria line will be assigned detention and sent to the end of the line. Students will not eat anything from their trays until they have left the serving line. No food is to be taken out of the cafeteria.
2. Students are to remain in the cafeteria for their entire lunch period. They may use the restroom in the first floor restroom during their lunch. Students are not to go to wander the halls during lunch.
3. Students who qualify under federal guidelines may receive free or reduced lunches after an application has been received and approved by the cafeteria manager. Students receiving free and reduced lunches will not be embarrassed, humiliated, or singled out by the school staff/faculty.
4. **Parents/guardians are not allowed to bring fast-food lunches to students during the school day. Lunches brought to students must be in a plain paper or plastic bag. (Federal and State School Lunch Guidelines) This is in accordance with the Mississippi Department of Education Office of Child Nutrition.**
5. Costs for lunch - \$2.85 full price, \$.40 reduced price, \$3.60 adult price.

EMERGENCY DRILLS

In accordance with current state emergency and safety regulations, unannounced emergency drills will be held throughout the year. Teachers are responsible for informing their students of emergency procedures.

IN CASE OF A FIRE DRILL:

1. The warning will be given by the continuous sound of a loud buzzer.
2. Students will file out the appropriate exit(s) in an orderly manner and assemble well away from the building.
3. Teachers will take their grade books and GAME PLAN notebooks with them when they leave the classroom.
4. Students will return to their classrooms immediately upon the ringing of the regular bell system.

IN CASE OF A TORNADO DRILL:

1. The warning will be given by an intermittent ringing of the regular school bell system.
2. In a quiet and orderly manner, students will file into the hallways and sit in double rows as close to the sides of the walls (or lockers) as possible.
3. Teachers will take their grade books and GAME PLAN notebooks with them when they leave the classroom.
4. Students will return to their classrooms immediately upon the ringing of the regular bell system.
5. Students will NOT be dismissed from school during the time a tornado WARNING is in effect.

IN CASE OF AN EARTHQUAKE DRILL STUDENTS WILL:

1. Immediately TAKE COVER under desks or under tables away from above classroom hazards and turn away from windows.
2. Remain in sheltered position for at least 60 seconds or until tremors have ceased.

GYMNASIUM USE

The Clinton High School gymnasium is for students, faculty, and staff of Clinton High School. Approval for use must be granted by the basketball coaching staff and the athletic director. Street shoes must never be worn on the playing floor. Soft drink bottles or cans are prohibited from the gymnasium entirely. Students should enter the gym only through a door that has been opened by an authorized person.

LIBRARY MEDIA CENTER GUIDELINES

1. The library media center plays an integral part in a student's total educational experience. The library media specialist's role is one of teacher, information specialist and curriculum partner. The school library program is an important part of the school's curriculum where students are empowered to be effective users of ideas and information in a variety of formats.
2. The following guidelines are designed to encourage and protect individual student use of the library media center.
 - A. The library media center is open daily from 8 A.M. to 4:00 P.M.
 - B. An official pass from classroom or study hall must be presented when entering. The student will sign in at the media center upon arrival and sign out when leaving.
 - C. Books are checked out for two weeks and may be renewed once. A fine of ten cents per day will be charged for overdue materials.
3. A wide range of fiction and magazines provide entertainment, information, and pleasure. Please visit the library media center and see what it has to offer you.

I.D. CARDS

1. Each student at Clinton High School must obtain and maintain a current I.D. card. I.D. pictures will be made the first week of school, and the cards will be issued to the students at a later time. The initial cost of an I.D. card is included in the instructional fee. The cost of replacement for a lost or destroyed I.D. card is \$6.00.
2. **A STUDENT MUST EITHER WEAR HIS/HER I.D. CARD OR BE ABLE TO PRODUCE HIS/HER ID (CARD OR REASONABLE PROOF OF THE ID) AT ALL TIMES DURING THE SCHOOL DAY.**

OFFICE AND OFFICE PROCEDURES

1. The school office is for business. When a student has business in the office, he/she should give the secretary his/her name, whom he/she wishes to see, the general nature of business, and then be seated.
When the student can be seen, he/she will be escorted to the proper office. At times it will be impossible for the student to be seen. The student will be requested to return to class and wait to be called to the office.
2. A student sent to the office for misbehavior will wait until he has been seen by the administrator. Failure to report to the office for disciplinary reasons may result in additional punishment.
3. Students will not loiter in the office. No student is to come behind the counter in the office unless invited by a staff member.

STUDENT-TEACHER RELATIONS

1. Students will not be abused or mistreated by teachers. At the same time, we do not expect teachers to be mistreated by students.
2. When a student feels that he has been mistreated by a faculty member, he should comply with the teacher's instructions and then arrange to see an administrator about the matter. Action will be taken to resolve the problem.
3. A student who refuses to follow a teacher's instructions or who uses abusive or vulgar language is subject to suspension or expulsion. (Mississippi Code of 1972, Section 37-11-55.)

STUDENTS AND SUBSTITUTE TEACHERS

1. Courtesy to substitute teachers (and student teachers) is one of the most vital ways to build good school-community relations.
2. Students should treat both substitute teachers and student teachers as they would a guest in their home. The school is obligated to take action against students who persist in being uncooperative and disturbing to the substitute (or student) teacher's classroom.

ACCIDENTS

In cases of a sudden illness or an accident resulting in injury which occurs at school, the student will be cared for as well as possible. An administrator or office personnel will notify the parent/guardian. In a case where a parent/guardian cannot be reached and the illness/injury is sufficiently severe, emergency medical services will be called to attend to the student.

VISITORS ON CAMPUS

Campus visitors should report to the office where they will be directed to the proper place. If a visitor wishes to see a student, an office worker may bring the student to the office. Students are not authorized to bring visitors to school. Visitors are to leave campus immediately after they have finished their business.

STUDENT DELIVERIES

School officials have determined that deliveries to or for students made to the schools by businesses or other commercial enterprises are a distraction and often disruptive. This is particularly true when flowers, balloons, and other such favors are delivered to the schools for students. Thus, school personnel **will not** accept deliveries, except medical supplies, made to Clinton High School for students by businesses or other commercial enterprises.

School Sponsored Dances

Non-students who accompany a current student to a school dance must have prior approval from the administration. They must abide by all rules and regulations of Clinton High School. Former students of CHS who left school for disciplinary reasons are not eligible to attend school sponsored functions.

Current students who are suspended out of school prior to the dance, during the time of the dance, or at Clinton Success Center for disciplinary reasons are not eligible to attend any school sponsored dance.

THE CLINTON SUCCESS CENTER

The purpose of the Clinton Success Center for the Clinton Public School District is to offer a program for students who have not or cannot function in regular classroom settings; who will benefit from a small group setting for a period of time; or whose behavior is such that it curtails or disrupts the learning environment for him and/or peers. The Clinton Success Center, located at 201 Easthaven Drive, is activated after "regular" interventions for behavior modifications prove ineffective.

Guidelines

1. Assignment to the Clinton Success Center for disciplinary reasons will follow due process outlined in the disciplinary section of the student handbook and CPSD School Board Policies.
2. If a student is returned to school by order of any chancellor or youth court judge, the placement of the student shall be reviewed by the placement committee.
3. Any recommendation for placement in the Clinton Success Center not covered in placement guidelines 1 or 2 will be reviewed by the placement committee.
4. Upon assignment to the Clinton Success Center, a meeting with the principal of the Clinton Success Center will be held.
5. If a student continues to violate regulations for which he/she has been assigned to the Clinton Success Center, a recommendation for expulsion will result.
6. The placement committee will recommend time of attendance in the Clinton Success Center if not stated in disciplinary policy.

GRADUATING SENIOR EXEMPTION PRIVILEGE

Seniors who have not exceeded more than 5 (five) absences for a semester class or 10 (ten) absences for a year class may choose to be exempt from any final exams in the course(s) for which they have achieved at least a sixty-five (65) academic average. **Seniors are personally responsible for accounting for their absences in their individual classes.** Any question or concerns regarding absences should be directed to the grade level principal. In the event that an error is found, the grade level principal will provide written clearance and the appropriate teachers will be notified.

UNDERGRADUATE FINAL EXAM EXEMPTIONS

Sophomores and Juniors who have not exceeded more than 5 (five) absences for a semester class or 10 (ten) absences for a year class and have paid all fees may choose to be exempt from any final exams in the course(s) for which they have achieved at least an eighty (80) academic average. **Sophomores and Juniors are personally responsible for accounting for their absences in their individual classes.** Any question or concerns regarding absences should be directed to the grade level principal. In the event that an error is found, the grade level principal will provide written clearance and the appropriate teachers will be notified.

WHAT TO DO WHEN...

.....YOU ARE ABSENT FROM SCHOOL - Have a parent/guardian call the school attendance office (924-5332) by 11:00 a.m. each morning that you are absent. Upon returning to school before the 8:55 A.M. bell, students who are unverified or have a medical excuse should report directly to the attendance office for an admit slip.

.....YOU ARE TARDY TO SCHOOL - Have a parent/guardian call the attendance office BEFORE you arrive to school. Upon arriving to school, you must report directly to the attendance office for an admit slip. If no phone call is received before you arrive to school, the tardy will be deemed "unexcused" and a detention issued.

.....YOU WISH TO LEAVE THE CLASSROOM - Ask your teacher for a corridor pass, stating your need for leaving. Take the pass, attend to your business promptly, and return to class.

.....YOU BECOME ILL AT SCHOOL - Inform your teacher that you are ill and secure a corridor pass to the attendance office. If you are unable to remain at school, the attendance clerk will notify a parent or designee to come to the school and check you out.

.....YOU HAVE A DOCTOR'S APPOINTMENT - Report to the attendance office before school the morning of your appointment and present your appointment card to the attendance clerk. After your appointment has been verified, the attendance clerk will give you a form stating the time you are to be dismissed from school. You must present this to the teacher from whose class you wish to be dismissed. Stop by the attendance office to notify the clerk that you are leaving.

.....YOU HAVE LOST/FOUND ARTICLE - Report to the front office with the article or report to the office personnel that you have lost something.

.....YOU WISH TO WITHDRAW FROM SCHOOL - Report to the guidance office and tell your counselor that you wish to withdraw. Follow their instructions.

.....YOU WISH TO ENROLL IN A STUDENT ACTIVITY/ORGANIZATION - Report to the teacher/sponsor of that organization and declare your wish to enroll.

Section II

CLINTON HIGH SCHOOL

ATTENDANCE POLICIES

601-924-5332

ABSENCES

1. School attendance is necessary for students to obtain **maximum** benefits from this educational institution.
2. **Each student shall be authorized six (6) excused absences (3 A-day and 3 B-Day) each semester if the reason complies with the following:**
 - a. Personal illness; or
 - b. Serious illness in the family; or
 - c. Death in the family; or
 - d. Special permission of the principal (obtained in **ADVANCE IN PERSON BY THE PARENT**).
3. A parent/guardian must call the attendance office, 924-5332, before 11:00 a.m. each day of the student's absence for verification if it is to be counted as one of the six (6) excused absences. **E-mail notification is not acceptable.**
4. Unless specifically NOTED by a physician, doctor appointments will be excused only for a maximum of one-half day, (2) blocks.
5. All students, **especially seniors**, are personally responsible for accounting for their absences. The attendance office will not be accountable to the student for providing this information.

Parents: Please note that "Senior Skip Day" is not an excused absence. CHS does not recognize this day.

EXCEPTIONS

Absences in excess of six (6) days per semester may be excused upon presentation of a medical statement signed by a licensed physician or at the discretion of the principal after an at-school conference with the parent/guardian; however, this will not automatically result in the excused absence. **All medical excused absences must be turned in to the attendance office within two (2) days of the absence.**

EXTENDED ABSENCES

When a student is absent for more than five (5) consecutive days, the following guidelines must be followed:

1. If the student intends to receive an excused absence, he/she, upon returning to school, must present a statement from a licensed physician certifying specific dates missed due to the medical condition.
2. The student anticipating an extended absence due to a medical reason must notify his/her counselor prior to the absence in order that orderly academic progress may be made during the absence.
3. Failure to comply with either of the above guidelines may result in the student not being permitted to complete for credit the academic work missed during the absence.

OFFICIAL ABSENCES

Absences that are incurred due to school-related functions may be excused as OFFICIAL if prior permission has been obtained from the principal. If an official absence has been granted, the student must:

1. Obtain assignments before scheduled absence and
2. Submit completed assignments to appropriate teachers as directed or upon date of return.

MAKE-UP-WORK EXCUSED ABSENCES

A student who needs to make up work missed because of an excused absence must contact each of his/her teachers immediately upon returning to school and set a time when the missed work can be completed. Although an absence is excused, students will receive no credit for work missed unless it is made up within the timeline provided by the teacher. The subject teacher is responsible for setting a reasonable deadline and aiding the student in bringing his/her work up to date. All work must be made up within a number of days equal to the number days the student was absent up to a maximum of five (5) school days; otherwise, an automatic zero (0) will be assigned for the work missed.

MAKE-UP-WORK UNEXCUSED ABSENCES

Those students who return to school with absences designated as unexcused will take only assigned tests missed during the class period in a designated area on the first day he/she returns to school. Any student who refuses or declines to take his/her test at this time will automatically receive a zero (0). No exceptions.

REPORTING ABSENCES-ATTENDANCE OFFICE (601-924-5332)

WHEN A STUDENT IS ABSENT, a parent/guardian MUST call the attendance office before 11:00 A.M. on **each day of the student's absence (EMAILS WILL NOT BE ACCEPTED)**. If the parent/guardian has not contacted the attendance office prior to this time, the attendance office will attempt to contact the parent/guardian. In the event that the attendance office must make contact for verification, the absence will be unexcused unless the absence is verified by a medical excuse. Upon returning to school before the 8:15 A.M. bell, students who are unverified or have a medical excuse should report directly to the attendance office for an admit slip.

BUSINESS/MEDICAL APPOINTMENTS

No business engagements or medical appointments should be made during school hours except in case of an emergency.

SENIOR VISITS TO COLLEGES/UNIVERSITIES

Graduating seniors are encouraged to visit prospective colleges and universities before making a final selection for attendance. Therefore, since some colleges/universities sponsor events during the week for prospective students, graduating seniors will be allowed to make (1) official visit to a college/university campus during the regular year. Appropriate forms must be picked up in advance in the high school office. These forms are to be completed by the college representative and returned to the office so that the visit will not count against the student's attendance record. There will not be a second college day or official absence to visit a college; therefore, the day should be used wisely. EXCEPTION: If a student receives a personal letter of invitation from a prospective college and the letter is submitted in advance to an administrator, an additional day may be granted. Additional visits to colleges are permissible but **will count against the six (6) absences** which a student is granted and must be pre-approved by the principal.

CHECK-OUTS

PROCEDURE:

1. Any student needing to check out of school for any reason **must:**
 - A. Have on file a check-out card containing the signatures of the parent and the names and telephone numbers of other adults who have been authorized by the parent/guardian to check the student out of school. An EMPLOYEE of Clinton High School/Career Complex may be listed only on his/her child/dependent's check-out card.
 - B. Obtain permission from the classroom teacher to report to the office.
Students wishing to check out between classes must get permission from their next period teacher.
 - C. Report directly to the attendance office.

2. In the attendance office a notification call will be made and a parent/guardian or adult designee shall report to sign the student out on the check-out card. Proof of identification may be required to check a student out.
3. The parent or adult designee shall check the appropriate reason on the check-out card. **If no reason is checked on the card, the check-out will be deemed unexcused.** Check-out cards will not be changed once the student has left campus.
4. An administrator will handle all emergency situations.
5. NO TEACHER has the authority to permit a student to leave campus.
6. Students will not be dismissed from school when the community is under a tornado warning. School personnel are responsible for the safety of the students who are in the hallway during a tornado warning; therefore, personnel are not available to check out students in the office.

EXCEPTIONS:

1. Students who participate in any off-campus program, e.g., Work Based Learning students, will be allowed to leave campus at the beginning of 4th block with appropriate documentation.
2. Seniors who have permission to leave at the conclusion of their academic program (Senior Release).
3. A parent of a student who is classified as a junior or senior that has a 3rd block study hall and 4th block senior release on either A or B day may check his/her child out of school for one semester by completing appropriate documentation. The form must be completed in the presence of a Clinton High School administrator or a Notary Public and is **valid only for the current semester**. Parents must insure that their child has transportation to leave campus immediately or the privilege is subject to be revoked.

TARDINESS

TARDINESS TO SCHOOL:

1. All students who report to the school after the tardy bell rings for the beginning of first period must report to the attendance office before going to class.
2. WHEN A STUDENT IS GOING TO BE TARDY, a parent/guardian must call the attendance office BEFORE the student arrives to school. An acceptable excuse must be presented to determine if the tardy is to be excused. Generally, the same guidelines are used for tardies as are applied for absences. **NOTE: For those students eligible to ride a bus, "car trouble" is not an excused tardy.**
3. If no phone call is received or the phone call is received after the student arrives to school, the tardy will be deemed "unexcused" and a detention issued.
Tardiness that exceeds six (6) times will be deemed "unexcused" and a detention issued.
4. An unexcused tardy requires the student to serve detention that same day or the following day.
5. Although the tardiness may be excused, students will receive no credit for work missed unless the work is made up.
6. If a student reports to school during or after the completion of first period, the absence from each class or classes missed will be labeled excused or unexcused. The guidelines for determining whether a tardy is excused/unexcused are the same as those for determining excused/unexcused absences.

TARDINESS TO SECOND – FOURTH BLOCK:

1. If a student reports to class after the tardy bell has rung, he/she must:
 - A. Have an admittance note from the teacher/administrator; or
 - B. In all other situations tardiness will be unexcused, and a detention will be given by the admitting teacher.
2. Although the tardiness may be excused, students will receive no credit for work missed unless the work is made up within a teacher-imposed time frame.
3. An unexcused tardy requires the student to serve detention either that same day or the following day.

TRUANCY

1. Students are considered truant if they are unaccountably absent from school or any class or leave campus without proper authorization.
2. Students who are truant will be referred to an administrator for the following actions:
 - A. First offense** - The student will receive an overnight suspension.
 - B. Second offense** - The student will be placed in In-School Detention for three (3) school days and a parent conference with an administrator.
 - C. Third offense** - The student will be placed in In-School Detention for five (5) school days and a parent conference with an administrator.
 - D. Fourth Offense** - Student will be placed in the Alternative School for a 45 day placement.

CORRIDOR PASSES

No student shall move in a corridor--except during period changes--without a valid corridor pass in his/her possession. The student will present the pass to any teacher/staff member upon request. Students absent from class without a valid pass will be considered truant.

"OUT OF BOUNDS"

Students will be assigned detention for being "out of bounds" in an unauthorized area at an unauthorized time. As stated, during lunch periods, students are permitted only in the cafeteria or other designated areas. All other areas are "out of bounds," unless the student has a valid pass into that area. Areas considered as "out of bounds" include the parking lot and the stage area of the auditorium.

Section III

GUIDANCE AND COUNSELING SERVICES

601-924-5443

PHILOSOPHY

The guidance program at Clinton High School is operated under the supervision of three full-time guidance counselors. They confer with parents and students concerning scheduling, vocational and educational plans, academic achievement, test data interpretation, and personal counseling. Guidance is an essential part of the educational program available to students, parents, and teachers on a continuing basis and students are encouraged to see their counselor anytime the need arises.

Conferences will also be scheduled on a regular basis for each student. The guidance office is open to all students, parents, and staff throughout each day from 8:00 a.m. to 4:00 p.m. The CHS Guidance web page may be accessed from the school website. This site gives current guidance information regarding scholarships, deadlines, testing information, and other items of interest.

<https://www.clintonpublicschools.com/Page/9344>

COUNSELOR ASSIGNMENTS

Students will be assigned an academic counselor at the beginning of their sophomore year and will keep the same counselor until graduation. This assignment is based on alphabetical listing by last names:

Wright	A – G
Adcock	H – O
Dill	P – Z

GRADE-LEVEL CLASSIFICATION

Freshman (9th Grade)	Promotion to ninth grade (with one math credit)
Sophomore (10th Grade)	Six units (must include English I and one math credit)
Junior (11th Grade)	Twelve units (Must include English II)
Senior (12th Grade)	Eighteen units (Must include English III, Alg. I, & one other math credit)

ENGLISH LANGUAGE LEARNER (ELL) REQUIREMENTS

ELL students are held to the same State-mandated standards as all students. Accommodations and interventions may be provided. ELL students are required to earn Carnegie Credits as set forth in District Policy IHG – “Requirements for Graduation and Grade” and to successfully pass all State Subject Area Assessments to earn high school diplomas.

TEST REQUIREMENTS FOR GRADUATION
SUBJECT AREA IMPLEMENTATION DATES
AS REQUIRED BY THE MISSISSIPPI DEPARTMENT OF EDUCATION

All students must earn a passing score on the following by means of the MDE provided options:

- U.S. History from 1877
- English II Multiple Choice and English II Writing
- Biology I
- Algebra I

*Options 1 and 2 are only for Subject Area tests taken on or before the 2015-2016 academic school year. Students testing after this school year must use Option 3.

***Option 1:** Earn a passing score on the each Subject Area Assessment

OR

***Option 2:** Using alternate measure based on an ACT score as outlined in State Board Policy 3804 (School year 2013-2014)

OR

***Option 3:** Use the MDE provided concordance tables that combines the class grade and scale score value

Students take these tests on dates established by the Mississippi Department of Education. Students who do not pass the test the first time and are eligible to use Options 1, 2 or 3 will have additional opportunities to take the test as stipulated by the Mississippi Department of Education.

Students who enroll in the Clinton Public School District at any grade level will be governed by the regulations listed above.

ALL TEST REQUIREMENTS ARE BASED ON THE YEAR THE STUDENT FIRST ENTERS THE NINTH GRADE.

ADDITIONAL TESTING PROGRAM FOR GRADES 10-12

10 th Grade	PSAT	Required for all tenth grade Honors students – no cost All tenth graders have the option to test – at cost
11 th Grade	PSAT/ ACT	Optional; Cost \$16.00 (subject to change) Required for National NMSQT Merit Scholarship Program Optional; Cost \$60.00 (no writing); \$80.00 (plus writing) (prices are subject to change); may take as many times as desired; College will accept the highest score
12 th Grade	SAT	Optional; May be required by some out-of-state universities

11 th /12 th	ASVAB Optional; No Cost; required for entrance to Armed Forces. Any student may take to identify vocational ability
11 th /12 th	AP Required if enrolled in AP course; Cost \$95 will be paid by the CPSD; enrollment in the AP class is not required however to test but that cost will be covered by student.
Vocational Completers	CPAS Required for 2 nd year vocational students; no cost

GRADUATION REQUIREMENTS

Graduation Requirements (Beginning with the incoming freshman class of 2022)

Traditional Diploma (No endorsement- 24 credits):

<u>Course or Subject</u>	<u>2021-present</u>
English	4
Mathematics	4
Science	3
Social Studies	3.5
Health	0.5
Technology	1
The Arts	1
Physical Education	0.5
College & Career Readiness	1
Other Credits	5.5
TOTAL	24

- No GPA Requirement
- Must pass or meet all MAAP assessment requirements for graduation.

Academic Endorsement (26 credits):

<u>Course or Subject</u>	<u>2022-present</u>
English	4
Mathematics	4
Science	4
Social Studies	4
Health	0.5
Technology	1
The Arts	1

Physical Education	0.5
College & Career Readiness	1
Other Credits	6
TOTAL	26

- Earn overall GPA of 2.5
- Courses must meet MS IHL College Preparatory Curriculum (CPC) requirements*
- Earn MS IHL and community college readiness benchmarks (ACT sub scores 17 English and 19 Math as approved by postsecondary for non-remediation at most community colleges and IHL college-ready courses in senior year of the equivalent SAT score as defined by IHL.
- Must successfully complete one of the following:
 - o One AP Course with a C or higher and take the appropriate AP exam
 - o One academic dual credit course with a C or higher in the course.

Academic Endorsement (26 credits):

<u>Course or Subject</u>	<u>2022-present</u>
English	4
Mathematics	4
Science	4
Social Studies	4
Health	0.5
Technology	1
The Arts	1
Physical Education	0.5
College & Career Readiness	1
Other Credits	6
TOTAL	26

- Earn overall GPA of 2.5
- Courses must meet MS IHL College Preparatory Curriculum (CPC) requirements*
- Earn MS IHL and community college readiness benchmarks (ACT sub scores 17 English and 19 Math as approved by postsecondary for non-remediation at most community colleges and IHL college-ready courses in senior year of the equivalent SAT score as defined by IHL.
- Must successfully complete one of the following:
 - o One AP Course with a C or higher and take the appropriate AP exam
 - o One academic dual credit course with a C or higher in the course.

Career & Technical (CTE) Endorsement (26 credits):

<u>Course or Subject</u>	<u>2022-present</u>
English	4
Mathematics	4
Science	4
Social Studies	4
Health	0.5
Technology	1
The Arts	1
Physical Education	0.5
College & Career Readiness	1
Other Credits	6
TOTAL	26

- Earn overall GPA of 2.5
- Must complete a four-course sequential program of study
- Earn silver level on ACT WorkKeys
- Must successfully complete one of the following:
 - o Work-Based Learning experience or Career Pathway Experience
 - o Earn a State Board of Education approved national credential

Distinguished Endorsement (28 credits):

<u>Course or Subject</u>	<u>2022-present</u>
English	4
Mathematics	4
Science	4
Social Studies	4
Health	0.5
Technology	1
The Arts	1
Physical Education	0.5
College & Career Readiness	1
Other Credits	8
TOTAL	28

- Earn overall GPA of 3.0
- Courses must meet MS IHL College Preparatory Curriculum (CPC) requirements*
- Earn MS IHL and community college readiness benchmarks (ACT sub scores 18 English and 22 Math or SAT equivalency as established by College Board and IHL.

- Must successfully complete one of the following:
 - One AP Course with a B or higher and take the appropriate AP exam
 - One academic dual credit course with a B or higher in the course.
 -

RANK IN CLASS

Academic rank in class for graduating seniors will be determined by a numeric scale of overall averages of all courses. It is computed on a weighted basis for certain advanced courses. Student grades for courses listed as Phase A will be multiplied by a factor of 1.05, while grades for courses listed on Phase AA will be multiplied by a factor of 1.10.

Phase A Courses (Honors)

Honors English I, II, III, IV
 Spanish III, IV
 French III, IV
 Latin III
 Honors Algebra III
 Honors Human A&P
 Honors Physics
 10th grade – H Alg. II, H Chemistry, H W History
 7th grade- Compacted Math 7
 8th grade – H Algebra I
 9th grade – H Geometry, H Biology,
 H MS Studies, H World Geography

Phase AA Courses (AP)

AP English III & IV
 AP Calculus
 AP Biology
 AP Chemistry
 AP U.S. History
 AP U.S. Government
 AP Macro Economics
 AP Statistics
 AP Art
 AP Physics
 Biomedical Research
 College Dual Credit Classes

Ranking calculations occur after a semester has concluded. The first official class rank will be available at the end of the sixth semester, but students will be re-ranked at the end of the seventh and eighth semesters to determine valedictorian and salutatorian and other recognized standings at Awards Night and graduation.

HONORS AND AWARDS

An annual Awards Night Program and Reception for students and parents is scheduled to recognize seniors who receive various awards and scholarships given by civic organizations, university programs, and Clinton High School.

SENIOR VISITS TO COLLEGES/UNIVERSITIES

Graduating seniors are encouraged to visit prospective colleges and universities before making a final selection for attendance. Therefore, since some colleges/universities sponsor events during the week for prospective students, graduating seniors will be allowed to make (1) official visit to a college/university campus during the regular year. Appropriate forms must be picked up in advance in

the high school office. These forms are to be completed by the college representative and returned to the office so that the visit will not count against the student's attendance record. There will not be a second college day or official absence to visit a college; therefore, the day should be used wisely. EXCEPTION: If a student receives a personal letter of invitation from a prospective college and the letter is submitted in advance to an administrator, an additional day may be granted. Additional visits to colleges are permissible but **will count against the six (6) absences** which a student is granted and must be pre-approved by the principal.

COLLEGE ADMISSIONS

Students who plan to go directly from Clinton High School to one of the Mississippi publicly-supported universities may gain full admission in three ways:

1. Complete the College Prep Curriculum with a minimum 3.2 GPA.
2. Complete the College Prep Curriculum with a minimum 2.5 GPA or rank in the upper 50% of his class and score at least 16 or higher on the ACT.
3. Complete the College Prep Curriculum with a minimum 2.0 GPA and score 18 or higher on the ACT.
4. Satisfy the NCAA standards for student-athletes who are "full-qualifiers" under Division I guidelines.
5. Students who do not meet the criteria are eligible if they participate in an on campus placement process at the university of their choice. This process will determine if remedial help is needed.

UNIVERSITY ADMISSION REQUIREMENTS

Begins with the incoming freshman class of 2022

English 4		All must require substantial communication skills.
Mathematics*	4	Algebra I or its equivalent Math higher than Algebra I (3 units)
Science4		Biology or its equivalent Science higher than Biology I (3 units)
Social Studies	4	MS Studies, World Geography, World History, U. S. History, U.S. Government, Economics
Advanced Electives	2	Option 1: Foreign Language I and Foreign Language II Option 2: Foreign Language I and one unit from Option 3 Option 3: (1) Any combination of an advanced level course above the required Carnegie units in: (a) English, math, science, computer science and/or (b) any Advanced Placement (AP), Academic or Career and Technical Dual Credit (DC), International

Baccalaureate (IB) or Advanced International Certificate of Education (AICE) course. (2)
Completion of any two-year Career and Technical course may count as one unit.

Technology or
Computer Science
Course 1
Comprehensive or
Family/Individual
Health .5

Technology Foundations taken in the eighth grade will be accepted

The Arts

1

Art, Band, Choral Music, Strings, or Introduction to Theater Arts

Physical Education

.5

Physical Education, Varsity Physical Education, Cheerleading, Band, Choral Music, Attache, or Debate will fulfill the ½ credit requirement for Physical Education.

Eighth Grade Units

Algebra I and Technology Foundations taken in the eighth grade will be accepted

If a student does not meet qualifications for full admission, contact a university admissions counselor.
He/She may be eligible for a special program.

Additional Notes:

Two of the four math credits earned must be above Algebra I (Geometry/Algebra II)

Biology and 2 other sciences shall be required.

MS Studies, World History, U.S. History, U.S. Government, and Economics shall be required.

One credit in art, band, choral music, or introduction to theater arts (drama) will fulfill the art requirement.

Technology Foundations taken in the eighth grade will receive 1 Carnegie unit of credit. Keyboarding (1/2 credit) and Computer Applications (1/2 credit) will be accepted in place of Computer Discovery.

Physical Education, Varsity Physical Education, Cheerleading, Band, Choral Music, Attaché, or Debate will fulfill the ½ credit requirement for Physical Education.

Any student not completing graduation requirements at the end of the regular summer school session at Clinton High School shall be required to meet the graduation requirements for the next school year. In order to be eligible for graduation, a student must complete all assignments including those given for misconduct.

SUBJECT-CHOICE INFORMATION FORMS

At the beginning of the second semester each year, students will be given access to a set of registration videos that provide information about the classes available the next school year. Students and parents can also use the Registration Handbook, located on the High School's webpage, to use in selecting the following year's program of study. Before submitting the subject-choice form, the student will meet with his/her counselor. Earlier in the year, the student will have prepared a 4-year plan of study with the help of his counselor.

During the spring semester course verification sheets will be distributed to all students. This verification sheet will be signed by the parent and choices will be finalized and approved.

All tenth and eleventh grade students will be required to be at school for blocks one (1) through six (4). Graduating seniors will be required to be at school for blocks one (1) through five (3) and for any activity periods. Even though every effort will be made to schedule graduating seniors into consecutive class periods, we cannot guarantee that this will be possible.

All students will be required to take six (6) units of credit. The maximum number of credits to be earned in summer school is two per year.

A complete summer school schedule will be published and available from the principal's office. Tuition for summer school will be determined prior to this date. The tuition must be paid in full at the time of registration.

All courses with an incomplete grade from the previous year must be completed prior to the beginning of the new school year. Any exceptions to this must be approved by the principal.

CHANGE OF SCHEDULE

The only schedule changes made after verification sheets are returned in April will be errors on the schedule or adjustments made due to failed courses or graduation requirements. *Note – see the following section regarding Honors and AP courses.

TRANSFERRING FROM HONORS/AP COURSES

After the two weeks of each school semester, the policy for transferring from an Honors or Advanced Placement course to a lower-level course is as follows:

1. Transfer from Honors/Advanced Placement courses are allowed until the week before progress reports are given out.
2. Students transferring into the district after the first nine-weeks grading period will be given a nine-weeks period in which to decide to transfer from Honors/AP courses.
3. Students will receive their un-weighted average as a grade to be carried into the lower-level course.
4. If no lower-level course is available, the student will remain in the honors or AP course.
5. Students that transfer out of an Honors/AP course will not be allowed to re-enter that track during the remainder of their high school career.
6. Grades below 65 in AP or Honors courses will not be weighted.

This is a district-wide procedure.

GRADUATING SENIOR EXEMPTION PRIVILEGE

Seniors who have not exceeded more than 5 (five) absences for a semester class or 10 (ten) absences for a year class may choose to be exempt from any final exams in the course(s) for which they have achieved at least a sixty-five (65) academic average. **Seniors are personally responsible for accounting for their absences in their individual classes.** Any question or concerns regarding absences should be directed to the grade level principal. In the event that an error is found, the grade level principal will provide written clearance and the appropriate teachers will be notified.

UNDERGRADUATE FINAL EXAM EXEMPTIONS

Sophomores and Juniors who have not exceeded more than 5 (five) absences for a semester class or 10 (ten) absences for a year class and have paid all fees may choose to be exempt from any final exams in the course(s) for which they have achieved at least an eighty (80) academic average. **Sophomores and Juniors are personally responsible for accounting for their absences in their individual classes.** Any question or concerns regarding absences should be directed to the grade level principal. In the event that an error is found, the grade level principal will provide written clearance and the appropriate teachers will be notified.

WITHDRAWAL FROM SCHOOL

Students who find it necessary to discontinue their studies at Clinton High School should report to one of the counselors and request a withdrawal form. Counselors must speak to a parent or guardian before withdrawing a student. Any items belonging to Clinton Public School (i.e. Mac laptop, school issued backpack, textbooks) must be turned in at the time of withdrawal. No records will be forwarded to the new school until the proper withdrawal procedures are followed. After completion of this procedure, records will be released upon request from another school district.

HONORS AND AWARDS

An annual Awards Night Program and Reception for students and parents is scheduled to recognize seniors who receive various awards and scholarships given by civic organizations, university programs, and Clinton High School.

An underclassman Awards Ceremony is also held to recognize and reward students in the 10th and 11th grades.

PARTNERS IN EDUCATION RECOGNITION PROGRAMS

As a part of the Partners in Education Program, Clinton High School and BankPlus have the VIP Student Recognition program.

VIP PROGRAM--During the first, second, and third nine-week terms, every teacher at the high school selects one student to be honored for improvement in one or more of the following areas: citizenship, attendance, grades, and attitude. The students are given a specially-designed t-shirt. At the end of the school year, all VIP students will be treated to a pizza party and given a VIP certificate.

COLLEGE ADMISSIONS

Students who plan to go directly from Clinton High School to one of the Mississippi publicly-supported universities may gain full admission in three ways:

1. Complete the College Prep Curriculum with a minimum 3.2 GPA.
2. Complete the College Prep Curriculum with a minimum 2.5 GPA or rank in the upper 50% of his class and score at least 16 or higher on the ACT.
3. Complete the College Prep Curriculum with a minimum 2.0 GPA and score 18 or higher on the ACT.
4. Satisfy the NCAA standards for student-athletes who are "full-qualifiers" under Division I guidelines.

5. Students who do not meet the criteria are eligible if they participate in an on campus placement process at the university of their choice. This process will determine if remedial help is needed.

Dual Credit

Dual credit is a program that allows high school students to earn college or vocational credit toward a postsecondary diploma at their local high school while also receiving high school credit. Clinton Public School District is partnered with Hinds Community College and Mississippi College.

It is the responsibility of the student to meet admissions requirements of the institution and pay all fees required by Hinds CC or MC for credit. The student will be expected to follow the attendance policy of the institution and will suffer all financial and academic penalties that accrue for tardiness, absence and/or withdrawal. Textbook costs for the college course are the responsibility of the parent and/or student. This will include any online homework, lab fees, etc.

If the student wishes to withdraw from the college course, the student MUST complete a signed form with the high school counselor and complete requirements to withdraw through Hinds CC or MC. If the student wishes to drop the college course, the student MUST complete this through the high school counselor within the designated timeframe set forth by Hinds CC or MC. The grade shall become a part of the grade point average and affect class ranking.

Any student enrolled in English Composition I and chooses to withdraw will be placed in an English IV class in order to receive the 4th credit of English required for graduation. Students enrolled in College Algebra and/or English Composition II who choose to withdraw, must do so within the first 9 weeks of each semester (August: 1st 9 weeks; January: 3rd 9 weeks) in order to also be dropped from the Clinton High School course. Any student who does not withdraw within this designated timeframe will be required to complete the course at Clinton High School even if they are withdrawn from Hinds CC or MC. They will receive a grade from Clinton High School that will be reflected on their transcript and become a permanent part of the cumulative high school GPA.

The high school transcript grade will be calculated according to CPSD policy as an advanced course (1.10 times the grade). Parents are advised that mid-term grades at the college level may not be reflective of actual overall performance in the course. The grade received from the institution (HCC or MC) will become a permanent part of the college transcript and the cumulative college GPA. These grades will be considered in future scholarship applications.

HIGH SCHOOL TRANSCRIPT

As a part of the admission process, most colleges require a 7-semester and/or complete, official 8-semester transcript. The transcript contains all high school semester grades and ACT or SAT test scores. It is the student's responsibility to request in writing that a transcript be sent. This request must be signed by a parent if the student is under 18 years of age. The cost of this transcript is \$3 per copy.

Students may receive unlimited transcripts by paying a one time \$10 fee. Requests should be made in the guidance office.

NCAA GUIDE FOR THE COLLEGE-BOUND STUDENT-ATHLETE

If a student is planning to enroll in college and wishes to participate in Division I or Division II sports, he must be certified by the NCAA Initial-Eligibility Clearinghouse. The Clearinghouse will analyze the student's academic information and determine if he meets the NCAA's initial-eligibility requirements. See a counselor for NCAA applications.

FINANCIAL AID

The process of determining a student's eligibility for financial aid is called need analysis. In a need analysis, income and asset information from both the student and from parents is examined to determine the family's ability to contribute toward education costs. This figure, called the family's contribution, is subtracted from what it will cost the student to attend a college. If the educational costs are more than the family can contribute, the student has financial need, and the student is usually eligible for financial aid equal to the amount of his demonstrated financial need. This aid can come in the form of scholarships, grants, loans, and work-study jobs. To learn more about the process, pamphlets and financial aid applications will be available in the guidance office. An interview with the college financial aid officer or a high school counselor may also be helpful.

SCHOLARSHIPS

Scholarships will be sent to all students throughout the school year via the Counselor's Corner page in Canvas. Information and applications are available on the Counselor's Corner page in canvas.

STUDENT EVALUATIONS

1. Teachers will give frequent tests to evaluate each student's progress, including one major evaluation per week. At the end of the first nine-weeks of each semester a summative test will be given to evaluate a student's progress over that period, and will be averaged with a value of 25% of that grading period. At the end of each semester, a summative exam will be given to evaluate a student's progress over that entire period. Each semester exam will be averaged with a value of 20% of the corresponding semester grading period.
2. The yearly average, for courses offering one unit of credit, will be determined by averaging two semester grades together.

GRADE REPORTS

REPORT CARDS:

1. Report cards will be issued on the dates specified.
2. The report card is to be taken by the student to his/her parent/guardian. Each report card will reflect the grade earned for each grading period and the number of absences accumulated in each subject.

GRADING SYSTEM

Students will be assigned number grades in all academic subjects. Those number grades are equivalent to the traditional letter grades as follows:

A	100 – 90
B	89 – 80
C	79 – 70
D	69 – 65
F	Below 65

STUDENT PROGRESS REPORTS

Students who are given progress reports for deficient work will be required to have them signed by a parent/guardian and returned within a teacher-imposed deadline.

CHANGE OF PUPIL'S ADDRESS

Change of personal data, address, or telephone number should be reported to the office as soon as possible with updated residency document

Section IV

CODE OF CONDUCT

CONDUCT AND DISCIPLINE

1. The purpose of education in the Clinton Public School District is to aid young persons to prepare themselves to live their adult lives at a maximum level of productivity, self-awareness, happiness, self-control, and in harmony with their community. In addition, the students should develop a perceptive awareness of high standards of behavior, appearance and grooming. This will ease the maturation a young person must make from childhood into the world of adulthood. With this educational purpose in mind, the Clinton Public School System has defined the minimum standards of conduct, dress, and grooming which will be acceptable for participants in this school system.
2. Those who are responsible for developing and implementing conduct and personal appearance regulations should keep in mind that the primary responsibility for the conduct and personal appearance of a student rests with the student and the parents. Every effort should be made to impress upon the student and the parents that discipline and order can only be maintained in the school when the school is not used as a vehicle for disruptive influence.
3. Administrators and teachers shall hold students to strict account for disorderly conduct or misconduct at any school, on the way to and from school, at school-sponsored activities, and on school buses. Regarding school activities, Article X of the Mississippi High School Activities Association states that: "The superintendent, principal, coach, or other representative of the school in charge shall be the responsible officer(s) of the school. They shall be responsible for the conduct of those connected with their schools and on trips, as representatives of the school and community.
They shall be responsible for courteous treatment of visitors, both by those connected with their school and by outsiders, during the game or contest. The school will be held responsible for any acts of violence instigated by the school officials, students, or of the partisan fans. The Executive Committee and the Director of Activities of the Mississippi High School Activities Association, Inc., will recognize no plea of extenuation which suggests that those officers are not responsible."
4. The superintendent or the principal of a school shall have the power to suspend a pupil for any reason for which such pupil might be suspended, dismissed, or expelled by the Board of Trustees; but such action of the superintendent or principal shall be subject to review by the approval or disapproval of the Board of Trustees (Sections 37-9-71 and 37-7-301, Mississippi School Code, 1972).
5. A student suspended by a superintendent or principal shall be entitled to a hearing and review of his case pursuant to Clinton School Board Policy Section JDD-R.
6. Other disciplinary action may consist of demerits, detention, loss of privileges, lower grades in citizenship, denial of participation in school activities, probation, or a combination of any one or more of such actions, including appropriate constructive

assignments depending on the seriousness and circumstances of the offense and the attitude of the student.

7. Teachers or administrators may impose detention as a disciplinary action on students for misconduct or disorder of conduct not serious enough to require other disciplinary action.

The imposition of a detention by a teacher or administrator shall not preclude the imposition of other disciplinary action. Detention classes shall be held at a place and time to be designated by the principal. Any student failing to report for detention at the place and time designated shall be subject to other disciplinary action. The only permitted activity of students in such classes shall be study and homework.

Any student serving detention must provide for his/her own transportation. A detention shall be served on the day of its issuance or the day after issuance.

8. The superintendent or principals are authorized to institute appropriate disciplinary action including immediate suspension or expulsion for one-calendar year if warranted, of any student for disorderly conduct or misconduct, including, but not limited to, the following:

- A. Fighting
- B. Disorderly conduct
- C. Harassment, intimidation, or threats
- D. Disruption of school operations, functions, programs, or activities
- E. Disobedience
- F. Disrespect
- G. Insubordination
- H. Insulting language
- I. Insulting behavior
- J. Obscene language or gesture
- K. Vandalism
- L. Malicious mischief
- M. Theft
- N. Unauthorized use of school property
- O. Damage to property, private or school
- P. Unauthorized entry on school premises
- Q. Loitering
- R. Use of tobacco
- S. Use of alcoholic beverages
- T. Under the influence of alcoholic beverages
- U. Use of illegal drugs
- V. Under the influence of illegal drugs
- W. Indecent exposure
- X. Public indecent displays of affection (including in cars parked in the vicinity of any school building or activity)
- Y. Leaving class, school program, or meeting without permission

- Z. Forgery
- AA. Any offense otherwise punishable by law
- BB. An accumulation of offenses
- CC. Possession/use of/under the influence of:
 - 1) Illegal drugs
 - 2) Alcoholic beverages
 - 3) Fireworks, explosives, or incendiary materials
 - 4) Knives, firearms, slingshots, or any other weapon
 - 5) Pornographic or inappropriate materials
 - 6) Stolen property
 - 7) Tobacco in any form
 - 8) Cards or gambling paraphernalia
 - 9) Noise-making devices
 - 10) Other disruptive materials
 - 11) Other materials, possession of which is punishable by law

DETENTION

1. Students involved in problems of a minor nature will be assigned detention. The purpose of detention is two fold: (1) to serve as a minor punishment and (2) to warn the student that an element of his/her behavior is unacceptable and must be changed or modified.

Detention will be served either on the day assigned or the next school day. Upon receiving a detention, the detention slip will be sent home to be signed by a parent and returned to the teacher.

If a student is assigned a detention and fails to initial the detention, an additional day of detention will be assigned by an administrator. Students who are assigned detention must report to the detention room prior to the 3:55 P.M. bell. Students may be given one (1) day to make arrangements for transportation, if necessary. The time a student spends in detention must be spent studying. All students must report to detention with books and/or study materials.
2. A student who fails to report to detention when assigned will be assigned one (1) penalty day in addition to being required to make up the day missed. Should the student fail to report to detention again, the student will be assigned to in-school detention until both after school detentions are served. If a student is tardy to detention, he or she will not be admitted and will be treated as absent.
3. A student receiving **five detentions** will receive a **warning letter**. A copy of the letter will be given to the student and an additional one mailed home after he or she has served his or her fifth detention.

An accumulation of detentions will be treated as follows:

 - 5 detentions - After serving 5th detention, student receives warning letter.
 - 10 detentions - 3 days in-school-detention (ISD)

15 detentions - 5 days in-school detention (ISD)
20 detentions - 3 days out-of-school suspension
25 detentions - 5 days out-of-school suspension
30 detentions - Consideration for Alternative School Placement at the discretion of the administrator for a 45 day placement

4. If it becomes apparent that detention assignment is not achieving the desired result--a change in the student's behavior--further action will be taken.
5. Students must have their I.D. cards in detention. Failure to show your current school I.D. will result in the student being asked to leave and being marked as absent. Guidelines will then be followed for missing detention.
6. The only permitted activity of students in detention shall be a writing assignment. Therefore, students must bring paper and pencils to detention. If a student reports to detention without any materials, an additional day will be assigned by the detention monitor.

OVER NIGHT SUSPENSION

A student is suspended from school attendance until a conference is held with an administrator and the parent/guardian. If the student returns to school without a parent, they will be placed in In-School Suspension until their parent comes for the requested conference. If a parent refuses to come to the school for the requested conference, a report to DHS will be made by the school.

IN-SCHOOL DETENTION

Students placed in in-school detention (ISD) will report to the appropriate area at the beginning of the school day (8:25 A.M.). Students must bring the appropriate materials for studying and completing of assigned tasks (books, pencils, pens, paper, and computer). Students will be given their assignments by the ISD monitor. Assignments that correspond to class work will be graded for credit.

The student will remain in ISD for the entire day (3:50 p.m.) and while in ISD is ineligible to participate in or visit any school sponsored event or campus. Failure to follow the rules of ISD will result in the student serving the remaining days of ISD at home or additional days added to ISD. Absences received from scheduled classes while placed in ISD will be considered unexcused. In all cases of ISD, a parent or guardian, student, and administrator conference will be held prior to the student's return to regular classes.

SUSPENSION

Suspension from school attendance is used in cases of misconduct or the continued failure to abide to school regulations. All suspensions will have a limit set at the time the suspension is imposed; it will be in effect until a specified date or until certain conditions have been met. During this time of suspension from school the student is ineligible to participate in or visit any school facility or function.

Students may be suspended by the principal, assistant principal or career complex director. When a student has been suspended for more than two times, the student may be placed at the Success Center or it may be recommended to the superintendent that the student be suspended for the remainder of the semester.

Suspensions normally start the day after an offense has been committed unless determined by the principal that the students should be suspended immediately. In all cases of suspension, a parent or guardian, student, and administrator conference will be held at the school prior to the student's return to classes. All days missed because of suspensions are unexcused, and assigned tests missed must be made up the day the student returns to class.

THE CLINTON SUCCESS CENTER

The purpose of the Clinton Success Center for the Clinton Public School District is to offer a program for students who have not or cannot function in regular classroom settings; who will benefit from a small group setting for a period of time; or whose behavior is such that it curtails or disrupts the learning environment for him and/or peers. The Clinton Success Center, located at 201 Easthaven Drive, is activated after "regular" interventions for behavior modifications prove ineffective.

Guidelines

1. Assignment to the Clinton Success Center for disciplinary reasons will follow due process outlined in the disciplinary section of the student handbook.
2. If a student is returned to school by order of any chancellor or youth court judge, the placement of the student shall be reviewed by the placement committee.
3. Any recommendation for placement in the Clinton Success Center not covered in placement guidelines 1 or 2 will be reviewed by the placement committee.
4. Upon assignment to the Clinton Success Center, a meeting with the principal of the Success Center will be held.
5. If a student continues to violate regulations for which he/she has been assigned to the Clinton Success Center, a recommendation for expulsion will result.
6. The placement committee will recommend time of attendance in the Clinton Success Center if not stated in disciplinary policy.

CAMPUS SECURITY AND GENERAL CLASSROOM ORDER

1. Any student who starts a disturbance or who willingly participates in one will be suspended from school--immediately, if necessary--and will reenter only after satisfactory assurance has been given in writing to the principal by the student and/or his/her parent/guardian that there will not be a recurrence of this type of behavior. The principal is authorized to require any student who has been involved in a fight or any other type of disturbance to leave school for the remainder of the day when such action is deemed necessary to protect the safety of the student or other students. Principals shall make no such requirement before the student's parent has been notified.
2. All persons other than school employees and pupils enrolled at that specific school must first go to the principal's office to secure admission to the campus; otherwise, they will be considered to be trespassers and, as such, subject to arrest and prosecution.
3. Any student who has in his possession an object that would be classified as a weapon while on school grounds or going to or from school will be immediately suspended by the principal pursuant to Section JCDAE of the BOARD POLICY MANUAL of the Clinton School District.
4. In the event that there is knowledge of an unlawful or violent act which may have occurred on school property or during a school sponsored activity, the administration will notify law enforcement officials immediately.
5. A teaching situation which is conducive to learning must be maintained. Therefore, any student whose actions make it impossible for the teacher to devote full attention to the class will be sent to the principal's office. A counselor and/or principal will review the case and try to resolve the problem. A student who repeatedly has been sent from class will be suspended from school attendance.

CHEATING

Utilizing, receiving, or giving unauthorized help on school related assignments is not permitted and will not be condoned at Clinton High School. In addition, the use of cellular devices of any kind during a graded assignment is considered cheating. Students who are suspected of "cheating" by a teacher will be informed of the allegations in a private and professional manner. If determined, beyond a reasonable doubt, that the student is guilty of such allegations, a zero will be issued for that assignment. If the assignment is a major grade, term paper, nine-week tests, etc., a written discipline report with evidence of allegations will be submitted to the principal's office for notification and an Overnight Suspension Report will be issued and a conference with the student's parents or guardians will be held.

DRUGS/ALCOHOL POSSESSION/USE BY STUDENTS

Students are prohibited from carrying, possessing in any manner, using or selling alcoholic beverages, morphine, marijuana, cocaine, opium, heroin, their derivatives or compounds, drugs commonly called LSD, "pep" pills, tranquilizers, or any other narcotic drug, barbiturate, substance ingredient or compound which when taken orally, intravenously, inhaled, in any other manner, may cause the person to be under the influence thereof or any other controlled substance regulated by law. This will include any substance which is falsely represented to be a controlled or counterfeit substance.

Likewise, no student shall act, aid, abet, assist, distribute, or conceal the possession, consumption, purchase, or distribution of any illicit drugs or alcoholic beverages by another student or students.

The provisions of this policy (School Board Policy JCDAC) shall apply to all students during the period of time that they are under and subject to the jurisdiction of the Clinton Public School District, while participating in or going to or from any school-related activity, at any place where an inter-scholastic athletic contest is taking place, during the course of any field trip, during the course of any trip sponsored by the Board, while under the supervision and direction of any teacher, principal or other authority of this school district, when such conduct does or may threaten to interfere with or disrupt the educational process or pose a threat to the safety of the student or others.

The district may require any student to submit a drug and/or alcohol test (within a five hour block of time) at the expense of the parent/guardian if there is reasonable suspicion that the student has or is using prohibited drugs and/or alcohol. A refusal or failure to take a drug and/or alcohol test shall be considered a positive drug and alcohol related offense. The consequence for failure to abide by the above will be suspension with Alternative School placement but not limited to expulsion from school. Clinton Police will be notified of any situation involving drugs and/or alcohol.

USE OF ALERT DOG TO DETECT ILLEGAL DRUGS

When deemed appropriate by the principal or the superintendent of schools, an "Alert Dog" may be used to detect illegal drugs upon or within all facilities--grounds, lots, vehicles, buildings, and the furnishings therein, including lockers. If the presence of drugs is indicated within any of the said facilities, the student or other person permitted to use the facility will be notified and if requested given the opportunity to be present when the facility (locker, desk, cabinet, vehicle, etc.) is opened and searched. If illegal drugs are found, an investigation will be conducted, and appropriate disciplinary and/or legal action will be taken against the person or persons responsible for bringing and/or possessing such drugs on the school campus.

TOBACCO USE/POSSESSION

Tobacco use and/or possession of is not permitted anywhere on campus including parking areas. The penalty for use and/or possession of is a three-day out of school suspension. There will be no exceptions on this rule.

This restriction also includes any items or substances used as substitutes for traditional methods of tobacco use and its paraphernalia.

E-Cigarettes/Vaping

Use and/or possession of any type of “vape” product/paraphernalia is not permitted anywhere on campus including parking areas. The penalty for use and/or possession is outlined below. There will be no exceptions to this rule.

First Offense – Three (3) Day Out of School Suspension

Second Offense – Three (3) Day Out of School Suspension AND Issuance of Ticket by School Resource Officer in compliance with City of Clinton Ordinance (Secs. 46-55 – 46-69; Division 3)

Third Offense – Recommendation of 45-day placement at Clinton Success Center AND Issuance of Ticket by School Resource Officer in compliance with City of Clinton Ordinance (Secs. 46-55 – 46-69; Division 3)

OFFICE AND OFFICE PROCEDURES

1. The school office is for business. When a student has business in the office, he/she should give the secretary his/her name, whom he/she wishes to see, the general nature of business, and then be seated.
When the student can be seen, he/she will be escorted to the proper office. At times it will be impossible for the student to be seen. The student will be requested to return to class and wait to be called to the office.
2. A student sent to the office for misbehavior will wait until he has been seen by the administrator. Failure to report to the office for disciplinary reasons may result in additional punishment.
3. Students will not loiter in the office. No student is to come behind the counter in the office unless invited by a staff member.

STUDENTS AND SUBSTITUTE TEACHERS

1. Courtesy to substitute teachers (and student teachers) is one of the most vital ways to build good school-community relations.
2. Students should treat both substitute teachers and student teachers as they would a guest in their home. The school is obligated to take action against students who persist

in being uncooperative and disturbing to the substitute (or student) teacher's classroom.

REMOVAL FROM SCHOOL SPONSORED EVENTS

Unacceptable behavior by a student at a school sponsored event will not be condoned. When malicious behavior is observed by a school official, the student will be corrected, and depending on the existing situation, the student will be allowed to remain at the event or requested to leave. If the student is requested to leave the event, upon returning to school, he/she will receive an appropriate disciplinary action which could include suspension from school attendance, suspension from next school-sponsored event, suspension from remaining school sponsored events, or any other disciplinary action deemed appropriate by the administrator.

TRUANCY

1. Students are considered truant if they are unaccountably absent from school or any class or leave campus without proper authorization.
2. Students who are truant will be referred to an administrator for the following actions:
 - A. First offense** - The student will receive an overnight suspension.
 - B. Second offense** - The student will be placed in In-School Detention for three (3) school days and a parent conference with an administrator.
 - C. Third offense** - The student will be placed in In-School Detention for five (5) school days and a parent conference with an administrator.
 - D. Fourth Offense** - Student will be placed in the Alternative School for a 45 day placement.

CORRIDOR PASSES

No student shall move in a corridor--except during period changes--without a valid corridor pass in his/her possession. The student will present the pass to any teacher/staff member upon request. Students absent from class without a valid pass will be considered truant.

"OUT OF BOUNDS"

Students will be assigned detention for being "out of bounds" in an unauthorized area at an unauthorized time. As stated, during lunch periods, students are permitted only in the cafeteria or other designated areas. All other areas are "out of bounds," unless the student has a valid pass into that area. Areas considered as "out of bounds" include the parking lot and the stage area of the auditorium.

ELECTRONIC DEVICES/CELL PHONE POLICY

1. Cell phones and other electronic devices should not be used inside the classrooms without permission of school personnel. These electronic devices should never be used in a manner that causes a disruption of the school day environment or a distraction from the normal school day procedures. All students are expected to use electronic devices in an appropriate and responsible manner, and teachers have the discretion to determine the appropriate use of electronic devices in their classrooms. If a student is found to be using a cell phone, or any other device, that is deemed to be in violation of these expectations and procedures, the student will be assigned the following consequence:

1st Infraction - Student will receive and serve one detention.

2nd Infraction - Student will receive and serve one detention and will be called in for a conference with an administrator.

3rd Infraction - Student will receive and serve one detention and will be issued an overnight suspension from an administrator in order to meet with a parent or guardian

4th Infraction - Student will receive and serve one detention and subsequently placed in one (1) day of ISD. Administration will confiscate the student's cell phone or electronic device while the student is in ISD.

Subsequent Infractions will be handled as above by increasing the number of days of ISD.

Confiscation during state testing will result in suspension from school.

The school does not assume any responsibility for loss of or damage to personal items.

HAZING AND HARASSMENT

The hazing or harassment of any student, sexual or otherwise, will not be tolerated. A student or group of students who is suspected of such behavior should be immediately reported to the building administrator for questioning and possible disciplinary action. If deemed necessary, an appropriate disciplinary action will be determined by the building administrator which may result in detention or suspension. In certain cases, a school violence report may be completed, and the report filed with the local police department.

STUDENT BULLYING

Students and employees in the Clinton Public School District are protected from bullying and harassing behavior, whether on or off campus, by other students or employees. Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonable perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property, or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's education performance, opportunities or benefits.

Any student, school employee or volunteer who feels he/she has been a victim of bullying or harassing behavior or has witnessed or who reliable information that a student, school employee or volunteer has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor or other school official. The report shall be made promptly but no later than five calendar (5) days after the alleged act or acts occurred.

The complaint will be investigated promptly. Parents will be notified of the nature of any complaint involving their student. The district official will arrange meetings as may be necessary with all concerned parties at scheduled times as prescribed by School Board Policy JDDA.

The discipline policies and procedures must recognize the fundamental right of every student to take “reasonable actions” as may be necessary to defend himself or herself from an attack by another student who has evidenced menacing or threatening behavior through bullying or harassing. Furthermore, the Clinton Public School District defines “reasonable action” as promptly reporting the behavior to a teacher, principal, counselor, or other school employee when subjected to bullying or harassing behavior

RACIAL HARASSMENT

Racial harassment consists of physical, written, symbolic, or verbal conduct or communication relating to an individual’s race when the conduct has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment, or has the purpose or effect of substantially or unreasonably interfering with an individual’s work or academic performance.

Appropriate disciplinary actions may include but are not limited to counseling, awareness training, parent-teacher conference, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. School district action taken for violation of this policy shall be consistent with the requirements of due process.

SEXUAL MISCONDUCT

Any students engaged or involved in sexual activity or misconduct will be recommended for a 45-day placement at the Clinton Success Center.

FIGHTING

The Clinton Public School District has the safety of students as a priority; therefore, no student will be allowed to fight or to hit for any reason on the way to school and from school, while at school, or at any school events. A student who fights or hits will be immediately suspended from school. It is the responsibility of the school staff to discipline a student who fights or hits.

Fighting is defined as any verbal and/or physical exchange causing a disruption of the educational process. This includes students who attempt or engage in physical contact, students who invade another's personal space in a threatening manner, or students who intentionally behave in such a way that could reasonably cause physical injury to any person. Any student involved in fighting or promoting fighting shall be subject to disciplinary action. The penalty for participating in a fight can result in no less than 5 days Out of School Suspension and/or a 45-day placement at the Clinton Success Center. The penalties assigned per offense are subject to the discretion of the administration. Thus, the penalty recommended for a first offense can be determined to warrant any of the listed penalties.

Students who participate in fights which include three or more students will be automatically suspended from school and subject to expulsion from the Clinton Public School District.

GANG-RELATED ACTIVITY

Gang related or unauthorized group activities will not be permitted at Clinton High School. Participation in any unauthorized club or gang activity including, but not limited to: the display or possession of gang symbols, hand signals, soliciting others for membership, requesting the payment of dues, insurance, or other forms of protection from any individual or group, wearing or otherwise displaying colors or items of dress, etc., intimidating or threatening any individual, or inciting others to participate in any form of physical violence involving persons or property will not be tolerated and will result in an appropriate disciplinary action.

DESTRUCTION/DEFAACEMENT OF SCHOOL PROPERTY

Any student in grade seven (7) or above who vandalizes, destroys, or defaces school property with paint or otherwise, or who floods a school building shall be suspended for the remainder of the current semester and shall be readmitted at the beginning of the next semester only after the student and/or his/her parent/guardian provides an assurance in writing that such behavior will not be repeated. In addition, the parent or guardian shall be requested to pay the cost of restoring the damaged or defaced property. The Superintendent of Schools is authorized to offer a reward not to exceed \$100.00 to any person who provides information, which leads to the identity and conviction of any person who has damaged or defaced school property.

POSSESSION OF A FIREARM (GUN) ON SCHOOL PROPERTY

1. The following Clinton School Board Policies authorize expulsion from the school program and all of its activities for a minimum period of one calendar year for any student who has a firearm (gun) in his/her possession on school property. **Possession means having the gun on one's person or in school locker, desk, or vehicle.**
 - A. JCBH, GUN FREE SCHOOLS
 - B. JCA, STUDENT CONDUCT (EXPULSION)
 - C. JCDAE(2), POSSESSION OF WEAPONS ON SCHOOL PROPERTY
 - D. JCB, CODE OF CONDUCT(THE PREVENTION OF SCHOOL VIOLENCE ACT, S.B. 3349) (1994)
2. In addition to being expelled from school, the student will be turned over to the police and charged with one or more of the following crimes:
 - A. Possession of a firearm on school property--
Penalty: Fined up to \$300 and/or imprisoned in the county jail for up to three months.
 - B. If the firearm discharges and someone is hit--
Penalty: Imprisonment in the state penitentiary for up to ten years and/or fined up to \$1,000.
 - C. If the firearm is discharged and someone is killed--
Penalty: Life in the state penitentiary.
3. Guns/Firearms
Any student who has in his/her possession any type of gun/firearm, operable or inoperable, while he/she is in school, on school property, on a school bus, on the way to and from school, or at any school function or activity will immediately be suspended by the superintendent or principal of the school where the offending student is assigned.
4. Other Weapons – Possession Of
Any student who uses or threatens to use any hard or sharp object, regardless of its original purpose, for a weapon while he/she is in school, on school property, on a school bus, on the way to and from school, or at any school function or activity will immediately be suspended and recommended for expulsion. Examples of such weapons, but not limited to, include knife, bully club, brass knuckles, ammunition, stars, pipe club, brick, bat, chain, razors, box cutters, etc.
Weapons used by students shall be seized and turned over to the school district's security officer, Principals shall exercise their own discretion in each instance concerning the necessity of the notification of the appropriate law enforcement authorities.
5. Other Weapons – Possession Of
Possession, by students, of any hard or sharp object, regardless of its original purpose, that may be considered a weapon while he/she is in school, on school property, on a school bus, on the way to and from school, or at any school function or activity shall be considered in violation of this policy. Suspensions or other

punishment for violation of this section of the policy shall be awarded by the principal who shall deal with each individual case based on the circumstances.

DRESS CODE
(School Board Policy JCDB)

1. All students are expected to observe certain minimum standards of hygiene, sanitation, and personal appearance. The following regulations are to be observed by all students when participating in any school related function or activity with exception of athletic uniforms during competition. Any student violating any of these regulations will be subject to appropriate disciplinary action. Dress code violations may be reported by a teacher, a staff member, or an administrator.

It is virtually impossible to write a regulation which will adequately cover every detail of appropriate conduct and dress. Therefore, it is necessary for the administrator of each school to make judgments as to whether a student is properly groomed and dressed and/or is manifesting appropriate behavior as to not cause a disruption or interference with school activities. We are attempting to eliminate as much confusion as possible, so our attention can be turned to educational pursuits.

2. If an infraction of Dress Code causes a student to be out of class more than one-half of the class time, the absence will be considered unexcused. Parents are encouraged to monitor their child's adherence to the Dress Code before he/she arrives at school. When students come to school dressed appropriately, teachers, administrators, and staff members are better able to implement the school district's educational program. In turn, no parent will be inconvenienced by his/her child's violation of the Dress Code. It is in the spirit of educating students for their future that these standards of modesty and respect are set.

Consequences for Dress Code Violation:

The student's name will be sent to administration. Administration will meet with the student in all cases in order to quickly resolve the issue.

1st infraction – Conference with administration

2nd Infraction- Parent Conference in person or by phone to explain the dress code policy and address questions.

3rd infraction – Detention issued by administration

4th infraction – Student will serve one (1) day in ISS.

Subsequent infractions increase the days of ISS

- A. Hair shall be groomed so as not to extend below the eyebrows and cover or obscure the eyes or any part thereof.
- B. General grooming shall not be allowed in class. This includes but is not limited to brushing/fixing hair and applying makeup.

- C. Hair shall be free from obnoxious odors, maintained clean in quality, and neat in appearance.
- D. Picks and combs shall not be worn in hair.
- E. Shoes or sandals shall be worn. No house shoes are allowed.
- F. Tank tops and muscle shirts shall not be worn. Any sleeveless shirt, blouse, or dress must be at least two (2) inches wide at the shoulder with no undergarment showing.
- G. Midriffs shall not be exposed at any time.
- H. Cleanliness of both dress and body is mandatory.
- I. Belt, if worn, shall be buckled.
- J. Fasteners designed for use with an article of clothing will be used appropriately at all times.
- K. Clothing with vulgar, indecent, or suggestive writing or symbols shall not be worn. No writing shall be on the seat of the pants.
- L. Clothing advertising tobacco, alcohol, weapons, ammunition or drugs shall not be worn.
- M. Unless prescribed, sunglasses shall not be worn inside the buildings.
- N. No clothing considered and designed as underclothing shall be worn as an outside garment.
- O. Shirts and blouses shall be buttoned or zipped unless designed for outside wear.
- P. Any article of clothing designed to cover the lower part of the body must come no higher than four (4) inches above the center of the knee. This includes dresses, skirts, overalls, skorts, shorts, etc. Skirts or dresses with slits, kick pleats, or any opening must have the top of the opening within four (4) inches of the middle of the knee.
- Q. Hemmed, loose fitting walking or Bermuda shorts and skorts may be worn.
- R. Unacceptable outer wear for the lower part of the body includes: unhemmed, ragged-end-cutoffs, running shorts, soccer shorts, yoga/spandex pants/tights/jeggings/leggings, cut-off-warm-ups, gym shorts, pajamas or pajama-like material.
- S. Pants must be worn at or above the waistline.
- T. Jeans, shorts, and other garments with holes shall not expose skin or undergarments from the waist to 4 inches from the middle of the knee.
- U. No hats, caps, bandannas, stocking caps, hoods, or toboggans etc. shall be worn inside the buildings.
- V. Appropriate and adequate underclothing shall be worn.
- W. No see-through clothing shall be worn unless worn with a two (2) inch solid strap underneath. See through clothing must be worn over an article of clothing that meets dress code guidelines.
- X. No clothing top shall be so low in the front as to expose any part of the breast/cleavage or shall be excessively low in the back.
- Y. Any style of clothing determined to be immodest in dress, such as skin-tight clothing, is prohibited.

- Z. Any style of clothing or accessory deemed unsafe shall not be worn. This includes long wallet/watch chains, heavy medallions, spiked jewelry, etc.

BUS REGULATIONS

1. Students who live one or more miles from Clinton High School are entitled to transportation at public expense. Students who ride buses are responsible to the driver while they are on the bus. Should a student misbehave, he/she will be reported to the principal for disciplinary action.
2. Students will not ride the bus to school and then leave the campus.
3. Graduating seniors who wish to ride the bus home in the afternoon must attend classes for the entire day.
4. The following general instructions are given to students who ride buses:
 - A. Be at your assigned loading zone on time.
 - B. Exercise extreme caution in getting to and from your assigned bus stop.
 - C. Stay well off the roadway until the bus comes to a complete stop and the bus driver indicates that it is safe to board.
 - D. Look in both directions before crossing any roadway.
 - E. When crossing the road to enter the bus, or after leaving the bus, do not distract the driver's attention other than when absolutely necessary.
 - F. Talk to friends in a normal tone and do not shout.
 - G. Keep head, hands, and other articles inside the bus.
 - H. Do not bring unauthorized articles, e.g., pets, large articles, combustibles, or weapons on the bus.
 - I. Do not use tobacco of any kind.
 - J. Do not use vulgar or profane language.
 - K. Do not fight or scuffle.
 - L. Follow the driver's instructions.
 - M. Treat the driver with respect and courtesy.
 - N. Do not ride the bus unless eligible to do so.

USE OF CARS

Students who desire to do so may drive their personal vehicles to Clinton High School. However, certain regulations must be adhered to.

1. Parking permits must be purchased by each student who drives to school. The permit must be permanently attached to the rear of the vehicle. If more than one vehicle will be used by the student, a decal should be purchased for each vehicle which will be parked on campus.
2. State and local laws regulating the driving of an automobile will be strictly enforced.
3. The automobile must be parked in the area designated for student parking. The parking lot in front of the school and the one directly behind the East Wing are designated for faculty, staff and visitors only.

4. Drivers must obey one-way restrictions, as well as enter and exit from the parking lot at a reasonable speed.
5. Vehicles should not be backed into parking spaces.
6. Students are not to go to their vehicles during the school day without permission from an administrator. Only extreme emergencies will be permitted.
7. Vehicles will not be parked on the grass anywhere on campus.
8. Vehicles will not be driven across the grass any time.
9. No vehicle is to be parked along a yellow curb or in areas not designated as parking spaces.
10. Only those vehicles with "Handicapped" designation may park in the spaces so marked.
11. No vehicle shall park at any time in such a manner as to block another car.
12. No student will park in the parking lot in front of the school or in the area leading to the loading dock.
13. Drivers of vehicles are responsible for the conduct of their passengers.
14. After a car has been properly parked, the driver should not move the car until the end of his/her regular school day.
15. If probable cause exists, with a vehicle parked on school grounds, the driver/owner will be notified and allowed to be present at the time of an inspection/search. At this time, and upon the request of the driver/owner, other agents of interest may be present.
16. Students who do not follow the parking regulations will be disciplined by the following actions:
 - First violation.....\$5.00 fine or one day in detention
 - Second violation.....\$10.00 fine or two days in detention
 - Third violation.....\$15.00 fine or three days in detention
 - Fourth and further violations - MANDATORY - three days in detention

Section V
CLINTON PUBLIC SCHOOL DISTRICT
ACCEPTABLE USE POLICY



Technology Office

The computer system that you are accessing is the property of the Clinton Public School District and is intended for educational purposes. Users agree to the terms and conditions of the Internet Acceptable Use Policy. Users agree to avoid any violation of state or federal laws. Users are alerted that they are entitled to NO EXPECTATION of privacy in their use of this computer and access of the Internet. User's computer usage and Internet access will be monitored at any time for unacceptable and illegal use.

Computer Use

The Board of Trustees of the Clinton Public School District believes that the availability of computers and computer technology will enhance the learning opportunities of our students and the teaching capabilities of our teachers. The Board also believes that students and faculty members should be provided with as much freedom as possible to explore the world of technology and to benefit from the educational opportunities it provides.

It is the policy of this Board that equal access to educational opportunities is provided to all students and faculty. However, the privilege of using the district's computers may be revoked if any user is found to be in violation of the district's policies and regulations concerning proper computer use. The Board recognizes that new technology also provides opportunities for some to violate the rights and privileges of others.

Technology shall include but is not limited to information technology, telecommunications technology and implemental technology. Information technology shall include but not be limited to computers, computer hardware, scanners, multimedia material, facsimile, e-mail, computer software, CD ROM material or other magnetic media, computer simulations, video/audio, the World Wide Web (WWW) or Internet, Listservs, Chatervs, multi-user domains

and other technology used in distance learning or distance education. Telecommunications technology shall include but is not limited to local area networks and wide area networks. Implemental technology shall include but is not limited to, implementation of equipment and instruments or devices that promote the technology education process and are employed in the science of study of the practical, industrial, mechanical arts or applied sciences. Therefore, the Board has directed the superintendent to develop rules, regulations and procedures governing the use of computers and computer technology in this district. Such rules and regulations are incorporated into and are part of this policy. References to the policy shall include any rules and regulations attached to it or incorporated within it.

CHILDREN’S INTERNET PROTECTION ACT (CIPA) AND CHILDREN’S ONLINE PRIVACY PROTECTION ACT (COPPA)

The Clinton Public School District in order to be eligible for Federal Funds is required to incorporate and comply with both CIPA and COPPA requirements into the district’s Acceptable Use Plan.

Children’s Internet Protection Act (CIPA)

CIPA requires that schools and libraries that receive specific Federal Funds must certify to the funding agency that they have an Internet Safety Policy in place. Such a policy should use technology that blocks access to obscenity, child pornography, or material harmful to minors. It may also include monitoring of children as they are online. Congress wants the Internet Safety Policy to address hacking, chat rooms, e-mail safety, disclosure of personal information concerning children, and unlawful activities of children online. CIPA becomes effective on approximately April 21, 2001.

The Children's Online Privacy Protection Act (COPPA) COPPA was signed into law on October 21, 1998, and is effective as of April 21, 2000. The purpose of COPPA is to regulate the online collection and use of personal information provided by and concerning children under the age of thirteen. On October 21, 1999, the Federal Trade Commission, pursuant to the requirements of COPPA, published final rules in the Federal Register implementing COPPA. The rules set forth the specific manner in which entities are expected to comply with, and how the FTC will enforce, COPPA.

INTERNET FILTERING

The school district subscribes to the Mississippi Department of Education’s Office of Management Information Systems Content Filtering System.

The school district pays an annual fee for each computer connected to the Internet. MDE and its contracted vendor control the filtering process but allow authorized district’s personnel to have over ride authority.

**CLINTON PUBLIC SCHOOL DISTRICT
STUDENT AND STAFF
COMPUTER USE**

(REGULATION)

In accordance with the policy of the Clinton Public School District this regulation governs the use of computers and computer technology in this school district.

Personal computers, computer peripherals and network components not owned by the school district shall not be used in this school district.

School district computers and computer peripherals will be used only by supervised students and faculty members. School district patrons may be permitted to use equipment only under certain circumstances as determined by the board of trustees. Permission to use school technology may be granted as a privilege or may be revoked for violation of this policy, failure to follow the verbal written instructions of school faculty or the school district's network administrator.

All persons who use school district computers (users) will read and indicate understanding of any rules and procedures posted on classroom bulletin boards, computer bulletin boards, or computer operating procedures in either hardcopy (typed or written), softcopy (recorded electronically within the computer or a computer accessory) or specific class instructions.

Teachers or instructors of any class in which computers are used will establish written procedures for the use of computers and computer technology within the framework of that particular class and will insure that all members of the class read, understand, and follow those procedures.

Students and faculty using a school computer for the purpose of telecommunications with any other computer within the district or outside the district, private or commercial computer bulletin board, or any computer network such as Internet web sites, will read and indicate an understanding of the rules and procedures governing such telecommunications and will adhere thereto.

Users will not upload or download any copyrighted material. It is the user's responsibility to determine if material is copyrighted. Users will not copy school district computer software for any reason. Backup copies of computer software will be made only by the district technology office and will be maintained by the superintendent or the superintendent's designee.

Computer software will be installed or removed from school district computers only by, or at the direction of, the technology office. No commercial or shareware software will be installed in or used on a district computer except in accordance with a user site license granted by the software developer. Students are prohibited from installing software of any kind, loading and/or reading personal data from a school district computer or computer system except as

part of a class project or as directed by an authorized faculty member.

In addition to reading and adhering to any on-line rules and procedures, users will not use profanity or abusive language toward, (or otherwise harass), any other user or system operator of any bulletin board, newsgroup, website, or telecommunications entity.

Telecommunications users will not log into any area which obviously contains pornographic material in any form. Users will not download any form of pornographic material. Students must obtain and sign an Internet Access Conduct Agreement and have the form signed by the parent(s), legal guardian(s) or other legal custodian and their teacher before using any district computer which has telecommunication capabilities. It is the responsibility of the classroom teacher, instructor, or the appropriate faculty member to insure that such a form is on file before a student is permitted to use computer telecommunications equipment.

You must post a valid return address for all email. You can not send an electronic message if the return address has been altered in order to disguise the point of origin or if the message contains false, malicious, or misleading information which purposely or negligently injures a person.

The superintendent or designee shall have access to all material loaded or stored on the district's computers. Accordingly, no user of the district's computers shall be deemed to have a privacy right in any programs, files or data, including content of email loaded or stored on district computers.

Sanctions:

Violations of this policy by school patrons will result in the loss of user privileges.

Violation of this policy by students will result in disciplinary proceedings which may include suspension and loss of user privileges. Additional disciplinary action may be taken as appropriate according to general school or district rules of behavior.

Violations of this policy by a classified or certified employee will result in disciplinary proceedings which may include the termination of employment.

Violations such as blatant e-mail or network abuse, pornography and hacking attempts will result in immediate termination of network access and Internet use.

Law enforcement agencies may be notified in some violations.

The complete Acceptable Use Policy can be found on the Clinton Public School District's Website.

www.clintonpublicschools.com

Computer Use

Teacher Responsibilities

- Have students restart computers during HR or 1st period whichever occurs first.
- Situate students where teachers can easily view computer screens.
- If computers are not being used as part of teaching lesson, students should be instructed to keep them in their backpacks.

Misuse of Computers by Students

- Using a computer without permission
- Using a computer for another purpose than the one directed by the teacher (i.e. playing a game, etc.)
- Visiting or posting on social media websites at school or posting anything from home that would cause a disruption at school.
- Violating any portion of the CPSD Acceptable Use Policy

Computer misuse will result in the following consequences:

Disciplinary actions will be determined by building level administrators and may include consequences from a detention, loss of computer privileges, up to suspension and/or placement at alternative school depending on the severity of the misconduct.

Section VI

Qualifications for Honorary Positions

At Clinton High School and Extra-Curricular Activities

There are several honorary positions which are elected by the student body as a whole during the school year. These positions are:

- Homecoming Court and Escorts
- Who's Who
- Arrow Court and Escorts
- Prom Royalty
- Beauty and Beau Contestants

Any student who has received a suspension which causes the student to miss one or more class periods is ineligible to fill any of the positions. This includes both ISD and OSS. A student may be removed after being named to a position if he/she is suspended or at the discretion of the principal, and the person receiving the next highest number of votes will replace them. If necessary, due to not being able to arrange the proper attire in time, we will operate with that person's spot vacant.

School Sponsored Dances

Non-students who accompany a current student to a school dance must have prior approval from the administration. They must abide by all rules and regulations of Clinton High School. Former students of CHS who left school for disciplinary reasons are not eligible to attend school sponsored functions.

Current students who are suspended (during the time of the dance) or at Clinton Success Center for disciplinary reasons are not eligible to attend any school sponsored dance.

MUSIC PROGRAMS

THE ARROW BAND - Clinton High School's band is composed of four segments, Marching Band, Symphonic Band, Concert Band, and the Jazz Band, which meet daily. During football season, the Marching Arrow Band performs at home and out-of-town games. Due to the additional time required in preparation for the football halftime shows, the band rehearses after school hours. Extra rehearsals are also scheduled prior to concerts and state band contests. After-school rehearsals will be scheduled only when absolutely necessary and attendance is required.

CHORAL MUSIC - The objective of the Choral Music department is to furnish an opportunity to all students who have the ability and interest in singing to participate in Choral Music. The

department offers the Attaché Show Choir, Arrow Singers Concert Choir, Music Theory, and General Music.

EXTRA-CURRICULAR/INTERSCHOLASTIC ACTIVITIES AND PARTICIPATION

1. Clinton High School supports a strong program of extra-curricular/interscholastic activities including football, basketball, baseball, soccer, track, tennis, swimming, golf, softball, bowling, archery, cross country, powerlifting, cheer, Attaché, concert choir, academic team, and band. Any student desiring to participate in these activities should contact the coach/sponsor of that activity or the principal and should be prepared to furnish the coach/sponsor with a certified copy of the student's birth certificate.
2. A Clinton High School student must be in attendance sixty percent of the instructional day in order to participate in a school sponsored activity.
3. Clinton High School is an active participant in the Mississippi High School Activities Association which governs all extra-curricular/interscholastic activities.
4. **MHSAA GENERAL ELIGIBILITY RULES** - To be eligible to participate in interscholastic activities, all students must meet the eligibility rules set forth by the Mississippi High School Activities Association (MHSAA) each year. Each coach will check these requirements before the beginning of each season. The rules include standards for grades, residence, age, and participation.

ELIGIBILITY RULE

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 for the first semester will be ineligible for the second semester.

At the end of the school year, each student’s grade point average for the year will be assessed. This assessment will reflect the average for the entire year using the final grades for each course. If the student does not have a grade point average of at least 2.0 or a C average, he/she will become ineligible for the fall semester.