



**2024-2025**  
**STUDENT HANDBOOK AND CODE OF CONDUCT**

**District Office**

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**BOARD OF TRUSTEES**

Dr. Delores McNair, President

Yolanda Morris, Secretary

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Percy W. Watson, School Board Attorney

## MOTTO

# *Built for Greatness*

## MISSION

The mission of the Hattiesburg Public Schools is to educate all students to become productive citizens of a dynamic, global community.

## VISION

To create a model teaching and learning environment that graduates **EVERY** student prepared for success in life, college, and the workforce.

## GOALS

1. **Academic Success: EVERY** student is proficient and showing growth in all assessed areas.
2. **Effective and Committed Staff: EVERY** classroom and department is led by caring, supportive, and highly effective staff.
3. **Positive School Climate and Culture: ALL** schools are safe, supportive, and welcoming.
4. **Family and Community Engagement: ALL** families and the community are informed, connected, and contribute to the success of our students and schools.
5. **Fiscal Responsibility and Sustainable Resources: ALL** District resources support the full implementation of the strategic plan.

## BELIEFS

- ❖ We believe students are the central focus of all District activities and can achieve at high levels.
- ❖ We believe every adult plays a vital role in our student's growth and development.
- ❖ We believe in strategically allocating resources to educate students in high-quality learning environments.
- ❖ We believe in providing students a wide range of academic and extracurricular opportunities and experiences.
- ❖ We believe everyone is a leader.
- ❖ We believe the community plays an essential role in the District's success.

## **REQUIRED READING**

This student handbook has been prepared for the faculty, students, parents/guardians, and other Hattiesburg Public Schools community members. This handbook sets forth the procedures, policies, services, and practices governing the operation of the district and each school within the District. The Handbook is subject to change as Hattiesburg Public Schools policy changes.

The policies and procedures in this handbook apply to any student on school property, on the school bus, or at a school-sponsored activity or event. In addition, it applies to conduct off-campus that may disrupt learning.

All parents and students enrolled in our schools will be provided an online copy of the handbook for future reference. In addition, all parents and students are required to read the handbook to be aware of all school policies and become more informed partners in our educational process. Each school site may publish site-specific handbooks.

***Not every situation which could arise during a school year can be anticipated. Thus, there may be times when this handbook will not provide specific guidance. In those cases, building principals are empowered to make decisions consistent with fairness to students and parents and to address discipline, order, and a positive learning environment.***

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# 2024-2025

## Hattiesburg Public Schools

### Academic Calendar (Revised 2.23.2024)

July 2024							Student Days - 0	Teacher Days - 3
Su	M	Tu	W	Th	F	Sa		
	1	2	3	4	5	6	Jul 4	District Holiday-Offices Closed
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
21	22	23	24	25	26	27		
28	29	30	31				Jul 29-31	Professional Development

January 2025							Student Days - 18	Teacher Days - 19
Su	M	Tu	W	Th	F	Sa		
			1	2	3	4	Jan 6	Professional Development
5	6	7	8	9	10	11	Jan 7	Students Return
12	13	14	15	16	17	18		
19	20	21	22	23	24	25	Jan 20	MLK Holiday
26	27	28	29	30	31			#January 6th Weather Make Up Day

August 2024							Student Days - 21	Teacher Days - 22
Su	M	Tu	W	Th	F	Sa		
			1	2	3		Aug 1	Professional Development
4	5	6	7	8	9	10	Aug 2	First Day for Students
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	31		

February 2025							Student Days - 19	Teacher Days - 20
Su	M	Tu	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22	Feb 17	Professional Development/Student Holiday
23	24	25	26	27	28			#February 17th Weather Make Up Day

September 2024							Student Days - 20	Teacher Days - 20
Su	M	Tu	W	Th	F	Sa		
1	2	3	4	5	6	7	Sep 2	Staff and Student Holiday
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30							

March 2025							Student Days - 16	Teacher Days - 16
Su	M	Tu	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		
9	10	11	12	13	14	15	Mar 12	3rd Term Ends
16	17	18	19	20	21	22	Mar 17-21	Spring Break
23	24	25	26	27	28	29		
30	31							

October 2024							Student Days - 18	Teacher Days - 18
Su	M	Tu	W	Th	F	Sa		
		1	2	3	4	5	Oct 4	1st Term Ends
6	7	8	9	10	11	12	Oct 7-11	#Fall Break
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30	31				

April 2025							Student Days - 21	Teacher Days - 21
Su	M	Tu	W	Th	F	Sa		
		1	2	3	4	5		
6	7	8	9	10	11	12		
13	14	15	16	17	18	19	Apr 18	Good Friday Holiday
20	21	22	23	24	25	26		
27	28	29	30					

November 2024							Student Days - 16	Teacher Days - 16
Su	M	Tu	W	Th	F	Sa		
					1	2		
3	4	5	6	7	8	9		
10	11	12	13	14	15	16		
17	18	19	20	21	22	23		
24	25	26	27	28	29	30	Nov 25-29	Thanksgiving Break

May 2025							Student Days - 16	Teacher Days - 17
Su	M	Tu	W	Th	F	Sa		
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24	May 22	60% Day/4th Term Ends
25	26	27	28	29	30	31	May 23	Professional Development
							May 26	District Offices Closed

December 2024							Student Days - 15	Teacher Days - 15
Su	M	Tu	W	Th	F	Sa		
1	2	3	4	5	6	7		
8	9	10	11	12	13	14		
15	16	17	18	19	20	21	Dec 20	2nd Term Ends
22	23	24	25	26	27	28	Dec 20	60% Day For Students/2nd Term Ends
29	30	31					Dec 23- Jan 3	Christmas Break

June 2025							Total Student Days 180	Total Teacher Days 187
Su	M	Tu	W	Th	F	Sa		
1	2	3	4	5	6	7		
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30							

Term	Ending	Progress Reports	Report Cards	Student Days
1st Term	October 4	September 3	October 15	45 Days
2nd Term	December 20	November 12	January 14	45 Days
3rd Term	March 12	February 4	March 25	45 Days
4th Term	May 22	April 22	TBD	45 Days

Student and Staff Holidays	Summer Programs (tentative)
End of Nine Week Term	Progress/Report Cards
Professional Development	60% Days

#Weather Make-Up Days: JAN 6th and FEB 17th

Additional make-up days due to unscheduled closure of the schools shall be set at the discretion of the Hattiesburg Public Schools Board of Trustees to meet state requirements.

## SCHOOL DIRECTORY

<u>SCHOOL</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>FAX</u>
<b>Hattiesburg High (9-12)</b>	301 N. Hutchinson Avenue Hattiesburg, MS 39401	601-544-0811	601-582-2524
<b>N. R. Burger Middle (7-8)</b>	174 W. S. F. Tatum Blvd Hattiesburg, MS 39401	601-582-0536	601-582-0572
<b>STEAM Academy (6<sup>th</sup>)</b>	176 W. S. F. Tatum Blvd Hattiesburg, MS 39401	601-582-5291	601-544-4366
<b>Lillie Burney Learning Center</b>	901 Ida Avenue Hattiesburg, MS 39401	601-584-6311	601-583-7322
<b>Grace Christian Elementary (PK-5)</b>	2207 W. 7 <sup>th</sup> Street Hattiesburg, MS 39401	601-583-0662	601-582-6083
<b>Hawkins Elementary (PK-5)</b>	526 Forrest Avenue Hattiesburg, MS 39401	601-583-4311	601-583-8840
<b>Rowan Elementary (PK-5)</b>	500 Martin Luther King Avenue Hattiesburg, MS 39401	601-583-0960	601-582-0227
<b>Thames Elementary (PK-5)</b>	2900 Jamestown Road Hattiesburg, MS 39402	601-582-6655	601-582-6084
<b>Woodley Elementary (PK-5)</b>	2006 O'Ferrall Street Hattiesburg, MS 39401	601-583-8112	601-582-6081
<b>Transportation Department</b>	707 Hutchinson Avenue Hattiesburg, MS 39401	601-583-2857	601-583-4619

## SECTION I. ACADEMIC POLICIES

The district offers a comprehensive program that meets both state and college preparatory requirements. In order for the district to meet the accreditation guidelines established in Mississippi Public Schools Accountability Standards and meet district requirements for graduation, the following schedule of units required for graduation from the Hattiesburg Public School District will be followed.

### GRADUATION REQUIREMENTS

#### TRADITIONAL DIPLOMA

(Entering ninth graders in 2018-2019 and thereafter)

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College- and Career-Readiness Standards*. Course titles and identification numbers must appear in the current edition of the *Approved Courses for Secondary Schools of Mississippi*. (See Miss. Admin. Code 7- 3:28.2 and 28.3, State Board Policy, Chapter 28, Rules 28.2 and 28.3.) Students enrolled in grades 7 – 12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the *Approved Courses for the Secondary Schools of Mississippi*. Enrollment in online courses listed in this document must have prior approval granted by the principal.

Any student who completes the minimum graduation requirements as specified below and has met the requirements for each of the required high school assessments is eligible to receive a high school diploma. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

Beginning school year 2018-2019 and thereafter, all entering ninth graders will be required to have a minimum of 24 Carnegie units as specified below. Student may earn the following endorsements to be added to the traditional diploma: Career and Technical Endorsement, Academic Endorsement, and/or Distinguished Academic Endorsement. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 <sup>1</sup>	English I, English II
MATHEMATICS	4 <sup>2</sup>	Algebra I
SCIENCE	3 <sup>3</sup>	Biology

SOCIAL STUDIES	3½	1 World History <sup>4</sup> 1 U.S. History <sup>4</sup> ½ U.S. Government <sup>4</sup> ½ Economics <sup>5</sup> ½ Mississippi Studies <sup>6</sup>
PHYSICAL EDUCATION	½ <sup>7</sup>	½ Physical Education
HEALTH	½ <sup>8</sup>	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	1 <sup>9</sup>	
THE ARTS	1 <sup>10</sup>	
COLLEGE- and CAREER- READINESS	1 <sup>11</sup>	
ELECTIVES	5½	
TOTAL UNITS REQUIRED	24 <sup>12, 13, 14</sup>	

<sup>1</sup> Carnegie units earned for Compensatory English courses cannot be included as any of the four (4) English Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory English may be taken only if a credit-bearing English course is taken in the same school year. Accelerated English 9 can be accepted in lieu of English I. Accelerated English 10 can be accepted in lieu of English II. English I is a required prerequisite course for English II. English I may not be taken after a student completes English II.

<sup>2</sup> Carnegie units earned for Compensatory Mathematics courses cannot be included as any of the four (4) Math Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory Mathematics may be taken only if a credit-bearing Math course is taken in the same school year. CCR Mathematics Grade 8, Ready for High School Mathematics, and Foundations of Algebra cannot be taken after a student has received a Carnegie unit in the CCR Algebra I course. The Ready for High School Mathematics course shall only be available for 8<sup>th</sup> grade or 9<sup>th</sup> grade students. Foundations of Algebra shall only be available for 9<sup>th</sup> grade students. MYP Geometry, MYP Algebra II, IB-DP Mathematics I, IB-DP Mathematics II, IB-DP Mathematical Studies I, and IB-DP Mathematical Studies II are allowable mathematics courses higher than Algebra I for IB students. Cambridge IGCSE Mathematics I may be accepted in lieu of Algebra I. One (1) of the four (4) required Carnegie units for mathematics may be in AP Computer Science Principles. If used for a mathematics unit, AP Computer Science Principles cannot then also be used for a science or computer science unit. For approved Career and Technical course substitutions see Appendix A-12.

<sup>3</sup> One (1) of the three (3) required Carnegie units for science may be in AP Computer Science Principles. If used for a mathematics unit, AP Computer Science Principles cannot then also be used for a mathematics or computer science unit. For approved Career and Technical course



substitutions see Appendix A-12. Coordinated Science I or Cambridge IGCSE Biology may be accepted in lieu of Biology. The following courses may be accepted for a science credit above Biology: any AP, Cambridge, or IB-DP science course, any approved dual credit natural or physical science course, any MDE- approved Special Topics in Science course, Botany, Chemistry, Earth and Space Science, Environmental Science, Genetics, Human Anatomy and Physiology, Marine and Aquatic Science I and II, Physical Science, Physics, Zoology I and II, PLTW Principles of Engineering, PLTW Engineering Design and Development, PLTW Human Body Systems, PLTW Medical Interventions.

<sup>4</sup>Based on the *2022 Mississippi College- and Career- Readiness Standards for Social Studies*, AP World History, DC World Civilization II, AP European History, or DC Western Civilization II may be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or DC United States History II may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. A student taking an AP or DC course in lieu of a course with a required end-of-course state test shall take the requisite MAAP test. AP Government and Politics: United States and DC American National may be accepted in lieu of the required United States Government course. IB-DP History of the Americas I may be accepted in lieu of the required U.S. History course for students enrolled in the IB program. IB-DP History of the Americas II may be accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program. MYP U.S. Government may be accepted in lieu of the required Government course for students enrolled in the IB program. Cambridge IGCSE American History or Cambridge International AS level history may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course.

<sup>5</sup>A.P. Macroeconomics, A.P. Microeconomics, DC Macroeconomics, or DC Microeconomics can be taken in lieu of the required Economics course. For approved Career and Technical course substitutions see Appendix A-12.

<sup>6</sup>The Carnegie credit earned for a State/Local Government course in any other state by an out-of-state transfer student can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If a transfer student enters without a State/Local Government course, then any other one-half (½) unit social studies course (e.g., Civics, Law Related Education, Participation in American Democracy, Law and Policy, Contemporary Issues, etc.) may be accepted excluding U.S. Government and Economics. IB-DP History of the Americas II is accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program.

<sup>7</sup>The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association. Only one (1) elective unit in

physical education including participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the minimum 24 required Carnegie units. If a local district has graduation requirements above the state requirements, the district may award additional units as outlined in the local school board policy.

<sup>8</sup> Successful completion of JROTC I and JROTC II shall be accepted as requirement met for Contemporary Health to meet the graduation requirement for one-half (½) Carnegie unit in Health. Dual credit Personal and Community Health may be accepted in lieu of the graduation requirement for one-half (½) Carnegie unit in Health. For approved Career and Technical course substitutions see Appendix A-12.

<sup>9</sup> For approved course substitutions see Appendices A-12 and A-13.

<sup>10</sup> The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the Arts requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

<sup>11</sup> The purpose of the College and Career Readiness Course is to provide planning and instruction for postsecondary transition. The following courses are approved substitutions for the CCR course:

1. One-credit Career and Technical Work-Based Learning
2. Dual Credit SmartStart
3. JROTC III
4. Advanced Placement Seminar and or equivalent International Baccalaureate and Cambridge International Courses
5. Freshman, Sophomore, Junior and Senior MS College and Career Readiness Seminar course for Early College High Schools.

\*An out-of-state student who transfers after the completion of the first semester of their senior year may substitute any other one (1) unit social studies course or a combination of one-half (½) Personal Finance and one-half (½) social studies course.

The CCR course may be taught in one of the following sequences:

- a. One (1) Carnegie unit Senior year only
- b. One (1) Carnegie unit Junior year only
- c. One-half (½) Carnegie unit in either freshman, sophomore or junior year with the remaining one-half (½) Carnegie unit taught in either junior or senior year
- d. One-fourth (¼) Carnegie unit per year beginning with the freshman year

<sup>12</sup> Additional requirements above the 24 Carnegie units and the assessment requirements include:

- Students must identify an endorsement area prior to entering 9<sup>th</sup> grade. Endorsement requirements can only be changed with parental permission this includes dropping the endorsement to earn only the Traditional diploma.
- For early release, students must meet College- and Career-Readiness benchmarks of 17 in English and 19 in Math on the ACT sub-score OR earn a Silver level on the ACT WorkKeys suite of assessments. For seniors that have not met the benchmarks, to qualify for early release students, excluding those enrolled in credit-bearing work-based learning, must meet the following requirements:
  - Have a GPA of 2.5 and have passed or meet the assessment option requirements for all four end- of- course assessments **AND**
  - Are on track to meet the diploma requirements **AND**
  - Are concurrently enrolled in the appropriate Essentials for College Math or another mathematics course above their Junior year mathematics course and/or Essentials for College Literacy or another English Language Arts course above their Junior level English Language Arts course.

OR

- Have a GPA of 2.5 and have passed or meet the assessment option requirements for all four end- of- course assessments **AND**
- Are on track to meet the diploma requirements **AND**
- Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra

13 Additional recommendations (not requirements) above the 24 Carnegie units and assessment requirements include:

- For early graduation, a student should successfully complete an area of endorsement
- Student should take a math or math equivalency senior year

14 Courses designed using the Mississippi Alternate Academic Achievement Standards (MS AAAS) shall not be used as substitute courses or electives for students obtaining a traditional academic diploma with or without endorsements.

**TRADITIONAL DIPLOMA WITH CAREER AND TECHNICAL OR JROTC ENDORSEMENT  
(Entering ninth graders in 2018-2019 and thereafter)**

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the Mississippi College- and Career-Readiness Standards. Course titles and identification numbers must appear in the current edition of the Approved Courses for Secondary Schools of Mississippi. (See Miss. Admin. Code 7-3: 28.2 and 28.3, State Board Policy,

Chapter 28, Rules 28.2 and 28.3.) Students enrolled in grades 7 – 12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi. Enrollment in online courses listed in this document must have prior approval granted by the principal.

To earn the Career and Technical or **JROTC** Endorsement, a student must complete the minimum graduation requirements as specified below, meet the requirements for each of the required high school assessments and complete all career and technical endorsement additional requirements. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

Beginning school year 2018-2019 and thereafter, all entering ninth graders will be required to have a minimum of 26 Carnegie units as specified below to earn a Traditional Diploma with a Career and Technical Endorsement. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

<b>CURRICULUM AREA</b>	<b>CARNEGIE UNITS</b>	<b>REQUIRED SUBJECTS</b>
ENGLISH	4 <sup>1</sup>	English I, English II
MATHEMATICS	4 <sup>2</sup>	Algebra I
SCIENCE	3 <sup>3</sup>	Biology
SOCIAL STUDIES	3½	1 World History <sup>4</sup> 1 U.S. History <sup>4</sup> ½ U.S. Government <sup>4</sup> ½ Economics <sup>5</sup>  ½ Mississippi Studies <sup>6</sup>
PHYSICAL EDUCATION	½ <sup>7</sup>	½ Physical Education
HEALTH	½ <sup>8</sup>	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	1 <sup>9</sup>	
THE ARTS	1 <sup>10</sup>	
COLLEGE- AND CAREER- READINESS	1 <sup>11</sup>	
CAREER and TECHNICAL/ <b>JROTC</b>	4	

ELECTIVES	3½	
TOTAL UNITS REQUIRED	26 <sup>12, 13, 14</sup>	

<sup>1</sup> Carnegie units earned for Compensatory English courses cannot be included as any of the four (4) English Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory English may be taken only if a credit-bearing English course is taken in the same school year. Accelerated English 9 can be accepted in lieu of English I. Accelerated English 10 can be accepted in lieu of English II. English I is a required prerequisite course for English II. English I may not be taken after a student completes English II.

<sup>2</sup> Carnegie units earned for Compensatory Mathematics courses cannot be included as any of the four (4) Math Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory Mathematics may be taken only if a credit-bearing Math course is taken in the same school year. CCR Mathematics Grade 8, Ready for High School Mathematics, and Foundations of Algebra cannot be taken after a student has received a Carnegie unit in the CCR Algebra I course. The Ready for High School Mathematics course shall only be available for 8<sup>th</sup> grade or 9<sup>th</sup> grade students. Foundations of Algebra shall only be available for 9<sup>th</sup> grade students. MYP Geometry, MYP Algebra II, IB-DP Mathematics I, IB-DP Mathematics II, IB-DP Mathematical Studies I, and IB-DP Mathematical Studies II are allowable mathematics courses higher than Algebra I for IB students. Cambridge IGCSE Mathematics I may be accepted in lieu of Algebra I. One (1) of the four (4) required Carnegie units for mathematics may be in AP Computer Science Principles. If used for a mathematics unit, AP Computer Science Principles cannot then also be used for science or computer science unit. For approved Career and Technical course substitutions see Appendix A-12.

<sup>3</sup> One (1) of the three (3) required Carnegie units for science may be in AP Computer Science Principles. If used for a science unit, AP Computer Science Principles cannot then also be used for a mathematics or computer science unit. For approved Career and Technical course substitutions see Appendix A-12. Coordinated Science I or Cambridge IGCSE Biology may be accepted in lieu of Biology. The following courses may be accepted for a science credit above Biology: **any AP, Cambridge, or IB-DP science course, any approved dual credit natural or physical science course, any MDE-approved Special Topics in Science course, Botany, Chemistry, Earth and Space Science, Environmental Science, Genetics, Human Anatomy and Physiology, Marine and Aquatic Science I and II, Physical Science, Physics, Zoology I and II, PLTW Principles of Engineering, PLTW Engineering Design and Development, PLTW Human Body Systems, PLTW Medical Interventions.**

<sup>4</sup> Based on the *2022 Mississippi College- and Career- Readiness Standards for Social Studies*, AP World History, DC World Civilization-**II**, AP European History, or DC Western Civilization **II** may be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or DC United States History II may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. A student taking an AP or DC course in lieu of a course with a required

end-of-course state test shall take the requisite MAAP test. AP Government and Politics: United States and DC American National may be accepted in lieu of the required United States Government course. IB-DP History of the Americas I may be accepted in lieu of the required U.S. History course for students enrolled in the IB program. IB-DP History of the Americas II may be accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program. MYP U.S. Government may be accepted in lieu of the required Government course for students enrolled in the IB program. Cambridge IGCSE American History or Cambridge International AS level history may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course.

<sup>5</sup> A.P. Macroeconomics, A.P. Microeconomics, DC Macroeconomics, or DC Microeconomics can be taken in lieu of the required Economics course. For approved Career and Technical course substitutions see Appendix A-12.

<sup>6</sup> The Carnegie credit earned for a State/Local Government course in any other state by an out-of-state transfer student can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If a transfer student enters without a State/Local Government course, then any other one-half (½) unit social studies course (e.g., Civics, Law Related Education, Participation in American Democracy, Law and Policy, Contemporary Issues, etc.) may be accepted excluding U.S. Government and Economics. IB-DP History of the Americas II is accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program.

<sup>7</sup> The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association. Only one (1) elective unit in physical education including participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the minimum 24 required Carnegie units. If a local district has graduation requirements above the state requirements, the district may award additional units as outlined in the local school board policy.

<sup>8</sup> Successful completion of JROTC I and JROTC II shall be accepted as requirement met Contemporary Health to meet the graduation requirement for one-half (½) Carnegie unit in Health. Dual credit Personal and Community Health may be accepted in lieu of the graduation requirements for one-half (½) Carnegie unit in Health. For approved Career and Technical course substitutions see Appendix A-12.

<sup>9</sup> For approved course substitutions see Appendices A-12 and A-13.

<sup>10</sup> The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the Arts requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

<sup>11</sup> The purpose of the College and Career Readiness Course is to provide planning and instruction for postsecondary transition. The following courses are approved substitutions for the CCR course:

1. **One-credit of** Career and Technical Work-Based Learning
2. Dual Credit SmartStart
3. JROTC III
4. Advanced Placement Seminar or equivalent International Baccalaureate and Cambridge International Courses.
5. Freshman, Sophomore, Junior and Senior MS College and Career Readiness Seminar course for Early College High Schools.

**\*An out-of-state student who transfers after the completion of the first semester of their senior year may substitute any other one (1) unit social studies course or a combination of one-half (½) Personal Finance and one-half (½) social studies course.**

The CCR course may be taught in one (1) of the following sequences:

- a. **One (1) Carnegie** unit Senior year only
- b. **One (1) Carnegie** unit Junior year only
- c. **One-half (½) Carnegie unit** in either freshman, sophomore or junior year with the remaining **one-half (½) Carnegie unit** taught in either junior or senior year
- d. **One-fourth (¼) Carnegie** unit per year beginning with the freshman year

<sup>12</sup> Additional requirements above Traditional Diploma Option and the 26 Carnegie units and the assessment include:

- Earn an overall GPA of 2.5
- Earn silver level on ACT WorkKeys
- Must successfully complete one (1) of the following:
  - One (1) dual credit
  - Work based Learning
  - Earn a State Board of Education approved national credential
  - One (1) AP, Diploma Program-IB, or Cambridge (AICE) course aligned to their career pathway. Students must earn a C or higher and take the appropriate exam.
  - **NOCTI/JROTC Leadership and Employability Skills Credential**

<sup>13</sup> Additional recommendations (not requirements) above 26 Carnegie Units and assessment requirements include:

- For early graduation, a student should successfully complete an area of endorsement.
- Student should take a math or math equivalency senior year



<sup>14</sup> Courses designed using the Mississippi Alternate Academic Achievement Standards (MS AAAS) shall not be used as substitute courses or electives for students obtaining a traditional academic diploma with or without endorsements.

**TRADITIONAL DIPLOMA with an ACADEMIC ENDORSEMENT  
(Entering ninth graders in 2018-2019 and thereafter)**

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College- and Career-Readiness Standards*. Course titles and identification numbers must appear in the current edition of the *Approved Courses for Secondary Schools of Mississippi*. (See Miss. Admin. Code 7-3: 28.2 and 28.3, State Board Policy, Chapter 28, Rules 28.2 and 28.3) Enrollment in online courses listed in this document must have prior approval granted by the principal.

Any student who completes the minimum graduation requirements as specified below and has met requirements for each of the required high school assessments is eligible to receive a high school diploma. Students enrolled in grades 7-12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of *the Approved Courses for the Secondary Schools of Mississippi*.

Beginning school year 2018-2019 and thereafter, all entering ninth graders will be required to have a minimum of 26 Carnegie units as specified below to earn a Traditional Diploma with an Academic Endorsement. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

<b>CURRICULUM AREA</b>	<b>CARNEGIE UNITS</b>	<b>REQUIRED SUBJECTS</b>
ENGLISH	41	English I, English II  Two (2) additional English Courses above English II
MATHEMATICS	42	Algebra I  Two (2) additional Math Courses above Algebra I
SCIENCE	33	Biology  Two (2) additional science courses above Biology



SOCIAL STUDIES	3½	1 World History <sup>4</sup> 1 U.S. History <sup>4</sup> ½ U.S. Government <sup>4</sup> ½ Economics <sup>5</sup> ½ Mississippi Studies <sup>6</sup>
PHYSICAL EDUCATION	½7	½ Physical Education
HEALTH	½8	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	19	
THE ARTS	110	
COLLEGE- and CAREER- READINESS	111	
ELECTIVES	7½	Must Include two (2) advanced electives of the College Preparatory Curriculum requirements (This information is available from Institutions of Higher Learning).
<b>TOTAL UNITS REQUIRED</b>	<b>26</b> <sup>12, 13, 14</sup>	

<sup>1</sup> Carnegie units earned for Compensatory English courses cannot be included as any of the four (4) English Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory English may be taken only if a credit-bearing English course is taken in the same school year. Accelerated English 9 can be accepted in lieu of English I. Accelerated English 10 can be accepted in lieu of English II. English I is a required prerequisite course for English II. English I may not be taken after a student completes English II.

<sup>2</sup> Carnegie units earned for Compensatory Mathematics courses cannot be included as any of the four (4) Math Carnegie units required for graduation; however, Carnegie units earned for these courses may be

included in the general elective graduation requirements. Compensatory Mathematics may be taken only if a credit-bearing Math course is taken in the same school year. CCR Mathematics Grade 8, Ready for High School Mathematics, and Foundations of Algebra cannot be taken after a student has received a Carnegie unit in the CCR Algebra I course. At least two (2) of the four (4) required mathematics Carnegie units must be earned in courses higher than the CCR Algebra I course. The Ready for High School Mathematics course shall only be available for 8<sup>th</sup> grade or 9<sup>th</sup> grade students. Foundations of Algebra shall only be available for 9<sup>th</sup> grade students. MYP Geometry, MYP Algebra II, IB-DP Mathematics I, IB-DP Mathematics II, IB-DP Mathematical Studies I, and IB-DP Mathematical Studies II are allowable mathematics courses higher than Algebra I for IB students. Cambridge IGCSE Mathematics I may be accepted in lieu of Algebra I. One (1) of the four (4) required Carnegie units for mathematics may be in AP Computer Science Principles. If used for a mathematics unit, AP Computer Science Principles cannot then also be used for a science or computer science unit. For approved Career and Technical course substitutions see Appendix A-12.

<sup>3</sup> One (1) of the three (3) required Carnegie units for science may be in AP Computer Science Principles. If used for a science unit, AP Computer Science Principles cannot then also be used for a mathematics or computer science unit. For approved Career and Technical course substitutions see Appendix A-12. Coordinated Science I or Cambridge IGCSE Biology may be accepted in lieu of Biology. The following courses may be accepted for a science credit above Biology: **any AP, Cambridge, or IB-DP science course, any approved dual credit natural or physical science course, any MDE-approved Special Topics in Science course, Botany, Chemistry, Earth and Space Science, Environmental Science, Genetics, Human Anatomy and Physiology, Marine and Aquatic Science I and II, Physical Science, Physics, Zoology I and II, PLTW Principles of Engineering, PLTW Engineering Design and Development, PLTW Human Body Systems, PLTW Medical Interventions.**

<sup>4</sup> Based on the **2022 Mississippi College- and Career- Readiness Standards for Social Studies**, AP World History, DC World Civilization **II**, AP European History, or DC Western Civilization **II** may be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or DC United States History **II** may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. A student taking an AP or DC course in lieu of a course with a required end-of-course state test shall take the requisite MAAP test. AP Government and Politics: United States and DC American National may be accepted in lieu of the required United States Government course. IB-DP History of the Americas I may be accepted in lieu of the required U.S. History course for students enrolled in the IB program. IB-DP History of the Americas II may be accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program. MYP U.S. Government may be accepted in lieu of the required Government course for students enrolled in the IB program. Cambridge IGCSE American History or Cambridge International AS level history may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course.

<sup>5</sup> A.P. Macroeconomics, A.P. Microeconomics, DC Macroeconomics, or DC Microeconomics can be taken in lieu of the required Economics course. For approved Career and Technical course substitutions see Appendix A-12.

<sup>6</sup>The Carnegie credit earned for a State/Local Government course in any other state by an out-of-state transfer student can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If a transfer student **enters without a State/Local Government course**, then any other one-half (½) unit social studies course (e.g., **Civics, Law Related Education, Participation in American Democracy, Law and Policy, Contemporary Issues, etc.**) may be accepted **excluding U.S. Government and Economics**. IB-DP History of the Americas II is accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program.

<sup>7</sup>The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association. Only one (1) elective unit in physical education including participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the minimum 24 required Carnegie units. If a local district has graduation requirements above the state requirements, the district may award additional units as outlined in the local school board policy.

<sup>8</sup>Successful completion of JROTC I and JROTC II **shall be accepted as requirement met** Contemporary Health to meet the graduation requirement for one-half (½) Carnegie unit in Health. **Dual credit Personal and Community Health may be accepted in lieu of the graduation requirement for one-half (½) Carnegie unit in Health**. For approved Career and Technical course substitutions see Appendix A-12.

<sup>9</sup>**For approved course substitutions see Appendices A-12 and A-13.**

<sup>10</sup>The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the art requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

<sup>11</sup> The purpose of the College and Career Readiness Course is to provide planning and instruction for postsecondary transition. The following courses are approved substitutions for the CCR course:

1. **One (1) credit of** Career and Technical Work Based Learning
2. Dual Credit SmartStart
3. JROTC III Advanced Placement Seminar or equivalent International Baccalaureate and Cambridge International Courses.
4. Freshman, Sophomore, Junior and Senior MS College and Career Readiness Seminar course for Early College High Schools.

**\*An out-of-state student who transfers after the completion of the first semester of their senior year may substitute any other one (1) unit social studies course or a combination of one-half (½) Personal Finance**

and one-half (½) social studies course.

The CCR course may be taught in one (1) of the following sequences:

- a. One (1) Carnegie unit Senior year only
- b. One (1) Carnegie unit Junior year only
- c. One-half (½) Carnegie unit in either freshman, sophomore or junior year with the remaining one-half (½) Carnegie unit taught in either junior or senior year
- d. One-fourth (¼) Carnegie unit per year beginning with the freshman year

<sup>12</sup> Additional requirements above the Traditional Diploma Option, the 26 Carnegie units and the assessment requirements include:

- Earn an overall GPA of 2.5
- Two (2) elective courses must meet MS IHL college preparatory curriculum (CPC) requirements
- Must successfully complete one (1) of the following:
  - ACT sub scores of 17 in English and 19 in Math
  - Essentials of College Math or Essentials of College Literacy (in senior year)
  - SAT equivalency subscore
    - Must successfully complete one (1) of the following:
  - One (1) AP course with a C or higher and take the appropriate AP exam
  - One (1) Diploma Program-IB or Cambridge (AICE) course with a C or higher and take the appropriate exam
  - One (1) dual credit course and earn a C or higher in the course

<sup>13</sup> Additional recommendations (not requirements) above 26 Carnegie units and assessment requirements include:

- For early graduation, a student should successfully complete an area of endorsement.
- Student should take a math or math equivalency senior year

<sup>14</sup> Courses designed using the Mississippi Alternate Academic Achievement Standards (MS AAAS) shall not be used as substitute courses or electives for students obtaining a traditional academic diploma with or without endorsements.

### **TRADITIONAL DIPLOMA with a DISTINGUISHED ACADEMIC ENDORSEMENT (Entering ninth graders in 2018-2019 and thereafter)**

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College- and Career-Readiness Standards*. Course titles and identification numbers must appear in the current edition of the *Approved Courses for Secondary Schools of Mississippi*. (See Miss. Admin. Code 7-3: 28.2 and 28.3, State Board Policy, Chapter 28, Rules 28.2 and 28.3.) Enrollment in online courses listed in this document must have prior approval granted by the principal.

Any student who completes the minimum graduation requirements as specified below and has met the requirements for each of the required high school assessments is eligible to receive a high school diploma. Students enrolled in grades 7 – 12 may be awarded a Carnegie unit credit provided the course content is a Carnegie unit bearing course in the current edition of the *Approved Courses for the Secondary Schools of Mississippi*.

Beginning school year 2018-2019 and thereafter, all entering ninth graders will be required to have a minimum of 28 Carnegie units as specified below to earn a Traditional Diploma with a Distinguished Academic Endorsement. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 <sup>1</sup>	English I, English II Two (2) additional English Courses above English II
MATHEMATICS	4 <sup>2</sup>	Algebra I Two (2) additional Math Courses above Algebra I
SCIENCE	4 <sup>3</sup>	Biology Two (2) additional science courses above Biology
SOCIAL STUDIES	4	1 World History <sup>4</sup> 1 U.S. History <sup>4</sup> ½ U.S. Government <sup>4</sup> ½ Economics <sup>5</sup> ½ Mississippi Studies <sup>6</sup>
PHYSICALEDUCATION	½ <sup>7</sup>	½ Physical Education
HEALTH	½ <sup>8</sup>	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	19	
THE ARTS	1 <sup>10</sup>	

COLLEGE- and CAREER- READINESS	1 <sup>11</sup>	
ELECTIVES	8	Must Include two (2) advanced electives of the College Preparatory Curriculum requirements (This information is available from Institutions of Higher Learning).
TOTAL UNITS REQUIRED	28 <sup>12,13,14</sup>	

<sup>1</sup> Carnegie units earned for Compensatory English courses cannot be included as any of the four (4) English Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory English may be taken only if a credit-bearing English course is taken in the same school year. Accelerated English 9 can be accepted in lieu of English I. Accelerated English 10 can be accepted in lieu of English II. English I is a required prerequisite course for English II. English I may not be taken after a student completes English II.

<sup>2</sup> Carnegie units earned for Compensatory Mathematics courses cannot be included as any of the four (4) Math Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory Mathematics may be taken only if a credit-bearing Math course is taken in the same school year. CCR Mathematics Grade 8, Ready for High School Mathematics, and Foundations of Algebra cannot be taken after a student has received a Carnegie unit in the CCR Algebra I course. At least two (2) of the four (4) required mathematics Carnegie units must be earned in courses higher than the CCR Algebra I course. The Ready for High School Mathematics course shall only be available for 8<sup>th</sup> grade or 9<sup>th</sup> grade students. Foundations of Algebra shall only be available for 9<sup>th</sup> grade students. MYP Geometry, MYP Algebra II, IB- DP Mathematics I, IB-DP Mathematics II, IB-DP Mathematical Studies I, and IB-DP Mathematical Studies II are allowable mathematics courses higher than Algebra I for IB students. Cambridge IGCSE Mathematics I may be accepted in lieu of Algebra I. One (1) of the four (4) required Carnegie units for science may be in AP Computer Science Principles. If used for a mathematics unit, AP Computer Science Principles cannot then also be used for a science or computer science unit. For approved Career and Technical course substitutions see Appendix A-12.

<sup>3</sup> One (1) of the four (4) required Carnegie units for science may be in AP Computer Science Principles. If used for science unit, AP Computer Science Principles cannot then also be used for a mathematics or computer science unit. For approved Career and Technical course substitutions see Appendix A-12. Coordinated Science I or Cambridge IGCSE Biology may be accepted in lieu of Biology. The following courses may be accepted for a science credit above Biology: **any AP, Cambridge, or IB-DP science course, any approved dual credit natural or physical science course, any MDE-approved Special Topics in Science course, Botany, Chemistry, Earth and Space Science, Environmental Science, Genetics, Human Anatomy and Physiology, Marine and Aquatic Science I and II, Physical Science, Physics, Zoology I and II, PLTW Principles of Engineering, PLTW Engineering Design and Development, PLTW Human Body Systems,**

PLTW Medical Interventions.

<sup>4</sup>Based on the **2022 Mississippi College- and Career- Readiness Standards for Social Studies**, AP World History, DC World Civilization **II**, AP European History, or DC Western Civilization **II** may be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or DC United States History II may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. A student taking an AP or DC course in lieu of a course with a required end-of-course state test shall take the requisite MAAP test. AP Government and Politics: United States and DC American National may be accepted in lieu of the required United States Government course. IB-DP History of the Americas I may be accepted in lieu of the required U.S. History course for students enrolled in the IB program. IB-DP History of the Americas II may be accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program. MYP U.S. Government may be accepted in lieu of the required Government course for students enrolled in the IB program. Cambridge IGCSE American History or Cambridge International AS level history may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course.

<sup>5</sup>A.P. Macroeconomics, A.P. Microeconomics, DC Macroeconomics, or DC Microeconomics can be taken in lieu of the required Economics course. For approved Career and Technical course substitutions see Appendix A-12.

<sup>6</sup>The Carnegie credit earned for a State/Local Government course in any other state by an out-of-state transfer student can stand in lieu of Mississippi Studies or Mississippi State and Local Government. If a transfer student **enters without a State/Local Government course**, then any other one-half (½) unit social studies course (e.g., **Civics, Law Related Education, Participation in American Democracy, Law and Policy, Contemporary Issues, etc.**) may be accepted **excluding U.S. Government and Economics**. IB-DP History of the Americas II is accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program.

<sup>7</sup>The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association. Only one (1) elective unit in physical education including participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral- Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the minimum 24 required Carnegie units. If a local district has graduation requirements above the state requirements, the district may award additional units as outlined in the local school board policy.

<sup>8</sup>Successful completion of JROTC I and JROTC II **shall** be accepted **as requirement met** Contemporary Health to meet the graduation requirement for one-half (½) Carnegie unit in Health. **Dual credit Personal**



and Community Health may be accepted in lieu of the graduation requirement for one-half (½) Carnegie unit in health. For approved Career and Technical course substitutions see Appendix A-12.

<sup>9</sup> For approved course substitutions see Appendices A-12 and A-13.

<sup>10</sup> The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the art requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

<sup>11</sup> The purpose of the College and Career Readiness Course is to provide planning and instruction for postsecondary transition. The following courses are approved substitutions for the CCR course:

1. One-credit of Career and Technical Work-Based Learning
2. Dual Credit SmartStart
3. JROTC III
4. Advanced Placement Seminar or equivalent International Baccalaureate or Cambridge International Courses.
5. Freshman, Sophomore, Junior, and Senior MS College and Career Readiness Seminar course for Early College High Schools.

\*An out-of-state student who transfers after the completion of the first semester of their senior year may substitute any other one (1) unit social studies course or a combination of one-half (½) Personal Finance and one-half (½) social studies course.

The CCR course may be taught in one (1) of the following sequences:

- a. One (1) Carnegie unit Senior year only
- b. One (1) Carnegie unit Junior year only
- c. One-half (½) Carnegie unit in either freshman, sophomore or junior year with the remaining one-half Carnegie unit taught in either junior or senior year
- d. One-fourth (¼) Carnegie unit per year beginning with the freshman year

<sup>12</sup> Additional requirements above the Traditional Diploma Option, the 28 Carnegie units and the assessment requirements include:

- Earn an overall GPA of 3.0
- Two (2) elective courses must meet MS IHL CPC recommended requirements
- Must successfully complete one (1) of the following:
  - ACT sub scores of 18 in English and 22 in Math
  - SAT equivalency subscore
  - Must successfully complete one (1) of the following:
    - One (1) AP course with a B or higher and take the appropriate AP exam
    - One (1) Diploma Program-IB or Cambridge (AICE) course with a B or higher and take the appropriate exam



- One (1) dual credit course earning a B or higher in the course

13 Additional recommendations (not requirements) above 28 Carnegie units and assessment requirements include:

- For early graduation, a student should successfully complete an area of endorsement
- Student should take a math or math equivalency senior year

14 Courses designed using the Mississippi Alternate Academic Achievement Standards (MS AAAS) shall not be used as substitute courses or electives for students obtaining a traditional academic diploma with or without endorsements.

### **ALTERNATE DIPLOMA OPTION**

**NOTE: This option shall be offered by districts for incoming ninth graders with significant cognitive disabilities in 2018-2019 and thereafter.**

Only students identified by their Individualized Education Program Committee as having a significant cognitive disability, as defined by the Testing Students with Disabilities Regulations and Miss. Admin Code 7-3: 78.1, State Board Policy Chapter 78, Rule 78.1, may be eligible to earn the Alternate Diploma. Each student graduating from a secondary school in an accredited school district with the Alternate Diploma will have earned the required units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the State Board approved Alternate Academic Achievement Standards. Course titles and identification numbers must appear in the current edition of the Approved Courses for Secondary Schools of Mississippi. (See 7 Miss. Admin. Code 7- Pt. 3, Ch.: 28.2 and 28.3, State Board Policy, Chapter 28, R Rules 28.2 and 28.3.) Students with significant cognitive disabilities enrolled in grades 7 – 12 may be awarded a credit provided the course content is a credit bearing course in the current edition of the Approved Courses for the Secondary Schools of Mississippi.

Any student with a significant cognitive disability who completes the minimum graduation requirements as specified below and has achieved a level of Passing or Proficient on the end-of-course alternate assessments, is eligible to receive an Alternate Diploma. Students must participate in the alternate assessments during the year the student is enrolled in the corresponding courses (Alternate Biology, Alternate English II, Alternate Algebra). The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37- 16-7.

The Alternate Diploma meets the requirements for graduation rate in the same manner as a Traditional Diploma. Students with this diploma must contact the postsecondary institution to determine eligibility for Ability to Benefit (ATB) **and eligibility for enrollment.**

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS	GENERAL EDUCATION COURSE SUBSTITUTION
ENGLISH	4 <sup>1</sup>	Alternate English I	<ul style="list-style-type: none"> <li>● CCR English I</li> </ul>
		Alternate English II	<ul style="list-style-type: none"> <li>● CCR English II</li> </ul>
		Alternate English III Alternate English IV	<ul style="list-style-type: none"> <li>● CCR English III</li> <li>● CCR English IV</li> <li>● Broadcast Journalism</li> <li>● Debate</li> <li>● Foundations of Journalism</li> <li>● Mississippi Writers</li> <li>● Oral Communications</li> <li>● Print Journalism</li> <li>● Survey of African American Writing</li> <li>● Technical and Workplace Writing</li> <li>● World Literature</li> </ul>
MATHEMATICS	4 <sup>2</sup>	Alternate Math I	<ul style="list-style-type: none"> <li>● CCR Compacted Math 7</li> <li>● CCR Compacted Math Grade 8 with Algebra I (prior to entering HS)</li> <li>● Foundations of Algebra (grade 9 only)</li> </ul>
		Alternate Math II	<ul style="list-style-type: none"> <li>● CCR Compacted Math Grade 8 with Algebra I (prior to entering HS)</li> <li>● Foundations of Algebra (Grade 9 only)</li> <li>● Advanced Technical Mathematics</li> </ul>
		Alternate Math III	<ul style="list-style-type: none"> <li>● Advanced Technical Mathematics (must be taken prior to CCR Algebra I)</li> <li>● CCR Geometry</li> <li>● CCR Algebra II (contingent on passing CCR Algebra I)</li> </ul>
		Alternate Algebra	<ul style="list-style-type: none"> <li>● CCR Algebra I</li> </ul>
		Alternate Biology	<ul style="list-style-type: none"> <li>● Biology</li> </ul>

SCIENCE	2	Alternate Science II	<ul style="list-style-type: none"> <li>• Courses worth 1 Carnegie Unit</li> <li>• Physical Science</li> <li>• Earth and Space Science</li> <li>• Human Anatomy and Physiology</li> <li>• Foundations of Biology OR Courses worth ½ Carnegie Unit</li> <li>• Environmental Science</li> <li>• Genetics</li> <li>• Geology</li> <li>• Zoology I</li> <li>• Zoology II</li> <li>• Astronomy</li> <li>• Botany</li> <li>• Foundations of Science Literacy</li> </ul>
SOCIAL STUDIES	2	Alternate History	<ul style="list-style-type: none"> <li>• US History</li> </ul>
		Alternate Social Studies	<ul style="list-style-type: none"> <li>• Courses worth 1 Carnegie Unit</li> <li>• World History</li> <li>• Courses worth ½ Carnegie Unit</li> <li>• Economics</li> <li>• US Government</li> <li>• Mississippi Studies</li> <li>• Psychology</li> <li>• Sociology</li> <li>• World Geography</li> <li>• <b>Local Resource Studies</b></li> </ul>
HEALTH	$\frac{3}{2}$	Alternate Health	<ul style="list-style-type: none"> <li>• Contemporary Health</li> <li>• Healthcare &amp; Clinical Services I</li> <li>• Theory and Application of Health Sciences</li> <li>• JROTC I and II</li> </ul>
PHYSICAL EDUCATION	$\frac{1}{2}$ <sup>4</sup>	Physical Education	<ul style="list-style-type: none"> <li>• Physical Education</li> </ul>
CAREER READINESS	$\frac{5}{4}$	Career Readiness I-IV	<ul style="list-style-type: none"> <li>• Career Readiness was designed specifically for the Alternate Diploma</li> </ul>

LIFE SKILLS DEVELOPMENT	5 4	Life Skills Development I-IV	<ul style="list-style-type: none"> <li>Life Skills Development was designed specifically for the Alternate Diploma</li> </ul>
THE ARTS	6 1	The Arts	
ELECTIVES	2		<ul style="list-style-type: none"> <li>Any Carnegie unit credit bearing courses or a combination of ½ Carnegie unit credit bearing courses</li> </ul>
<b>TOTAL UNITS REQUIRED</b>	<b>24</b>		

<sup>1</sup> Carnegie units earned for Compensatory English courses cannot be included as any of the four (4) English Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory English may be taken only if a credit-bearing English course is taken in the same school year.

<sup>2</sup> Carnegie units earned for Compensatory Mathematics courses cannot be included as any of the four (4) Math Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Compensatory Mathematics may be taken only if a credit-bearing Math course is taken in the same school year.

<sup>3</sup> Successful completion in JROTC I and JROTC II shall be accepted as requirement met Contemporary Health to meet graduation requirement for one-half (1/2) Carnegie unit in Health. Dual credit Personal and Community Health may be accepted in lieu of the graduation requirement for one-half (½) Carnegie unit in Health. For approved Career and Technical course substitutions see Appendix A-12.

<sup>4</sup> The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the Fitness through Physical Education Framework and that are sanctioned by the Mississippi High School Activities Association. Only one (1) elective unit in physical education including participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the

minimum 24 required Carnegie units. If a local district has graduation requirements above the state requirements, the district may award additional units as outlined in the local school board policy.

<sup>5</sup>Evidence of proficiency in technology is embedded in the course strands for both Career Readiness and Life Skills Development so that students with significant cognitive disabilities may be taught these skills within the natural environment assuring greater application and generalization of the skills.

<sup>6</sup>The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the art requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

### **Certificate of Completion**

Note: This option shall be offered by districts for incoming freshmen beginning in school year 2018-2019 and thereafter.

A Certificate of Completion is not a high school diploma or an Alternate Diploma, but rather an acknowledgement of the student's participation in and completion of his/her Individualized Education Program (IEP). Students eligible to receive a Certificate of Completion **should** fall into one (1) the following categories:

1. Students without a Significant Cognitive Disability at the end of 8<sup>th</sup> grade who:
  - Are 16 years old or older; AND
  - At least three (3) or more grade levels below their peers in reading and math; AND
  - Have a signed statement from the parent acknowledging the Certificate of Completion is not a traditional high school diploma and will not meet the requirements for entry into careers or post- secondary opportunities requiring a diploma.
2. Students without a Significant Cognitive Disability who have not yet turned sixteen (16) by the end of the eighth grade should transition to the ninth grade on a diploma path.
3. Students with a Significant Cognitive Disability at the end of 8<sup>th</sup> grade who:
  - Have extremely limited or no receptive and expressive communication skills AND
  - Have a signed statement from the parent acknowledging the Certificate of Completion is not a traditional high school diploma and will not meet the requirements for entry into careers or post- secondary opportunities requiring a diploma.
4. Students with or without a Significant Cognitive Disability at the end of their third year of high school (6 semesters) who:
  - Have not earned at minimum of 3 English units, 3 math units, 2 science units, 2 social studies units, and 5 electives; AND
  - Have a signed statement from the parent acknowledging the Certificate of Completion is not a traditional high school diploma and will not meet the requirements for entry into careers or post- secondary opportunities requiring a diploma; AND

- Have evidence of 3 or more years of intensive intervention implemented in middle and/or high school to earn Carnegie units. Evidence may include, but is not limited to:
  - Progress monitoring data from reading intervention programs or math intervention programs
  - Documentation of accommodations and modifications provided in the general education courses and assessments
  - Course schedules outlining dedicated time for intervention.

The student’s IEP committee determines the course of study for the Certificate of Completion. Areas of instruction should be developed based on the unique needs of the individual student. Course work shall be appropriate for the student and may include:

- Intensive remediation in deficit area skills
- Career preparation courses
- Life skills courses

Students earning the Certificate of Completion **should** have completed at least four (4) years of high school and/or be at least 19 years of age at the time of graduation.

Students pursuing a Certificate of Completion are required to participate in the Mississippi statewide assessment program deemed appropriate by their Individualized Educational Plan (IEP) Committee.

Students working toward the Certificate of Completion who meet the criteria for a Significant Cognitive Disability are required to participate in the high school end-of-course alternate assessment during the school year the student is enrolled in the corresponding alternate course (Alternate Biology, Alternate English II, Alternate Algebra).

Students working toward the Certificate of Completion who do not meet the criteria for a Significant Cognitive Disability are required to participate in the regular high school end-of course subject area test(s) during the school year the student is enrolled in the corresponding course(s).

**It is ultimately the responsibility and decision of the IEP Committee to determine the appropriate exit option for a student**

### **MISSISSIPPI ACADEMIC ASSESSMENT PROGRAM (MAAP)**

The Mississippi Academic Assessment Program (MAAP) is designed to measure student achievement on the Mississippi College-and Career-Readiness Standards (MCCRS) for English Language Arts and Mathematics and to provide valid and reliable results to guide instruction through data-driven instruction. The MAAP will assess students in grades 3-8 in English Language Arts and Mathematics, 5<sup>th</sup> and 8<sup>th</sup> grade Science, Algebra I, Biology I, U.S. History from 1877, and English II.

Beginning with the 2014-2015 school year, students shall not be required to pass any end-of-course MAAP (Algebra I, Biology I, English 10, and U.S. History from 1877) in a course which the student earns or receives credit in a Mississippi public school as a requirement for graduation. Student

performance at the end-of-course MAAP shall be considered along with the overall course grade based on the state-approved Concordance Table. (See counselor for Concordance Table).

**All students enrolled in one (1) of the four (4) end-of-course subject courses must participate in the applicable End of Course Subject Area Test to earn the Carnegie Unit.**

**At the discretion of the Mississippi Department of Education, students enrolling from out-of-state and students enrolling from an accredited private high school (accredited regionally or by the State of Mississippi) who transfer credits for these courses may be eligible for a waiver for the MAAP requirement. Students enrolling from a non-accredited private or public high school or home-schooling will be required to pass the end-of-course Subject Area Test for these courses before earning a high school diploma.**

The Kindergarten Readiness Assessment provides parents, teachers, and early childhood providers with a common understanding of what children know and can do upon entering school. The Kindergarten Readiness Assessment is also used to measure how well Pre-K programs prepare four-year-old children to be ready for kindergarten based upon the Mississippi Early Learning Standards for Classrooms Serving Four-Year-Old Children. The primary purpose of the Kindergarten Readiness Assessment is to improve the quality of classroom instruction and other services provided to students from birth to 3<sup>rd</sup> grade.

Passed during the 2013 legislative session, the Literacy-Based Promotion Act (LBPA) emphasizes grade-level reading skills, particularly as a student progresses through grades K-3. Beginning in the 2018-2019 school year, if a student's reading deficiency is not remedied by the end of the student's Third-Grade year, as demonstrated by the student scoring above the lowest two (2) achievement levels in reading on the state annual accountability assessment or on an approved alternative standardized assessment for Third Grade, the student shall not be promoted to Fourth Grade unless the student qualifies for a good cause exemption.

The Mississippi Academic Assessment Program (MAAP) is designed to measure student achievement on the Mississippi College- and Career-Readiness Standards (MCCRS) for English Language Arts and Mathematics and to provide valid and reliable results to guide instruction through data-driven instruction. The MAAP will assess students in grades 3-8 in English Language Arts and Mathematics. Students enrolled in 3<sup>rd</sup> grade will be assessed in reading. Students who do not meet the passing score will not be promoted to the 4<sup>th</sup> grade. (Mississippi Literacy-Based Promotion Act)

#### **Graduation Options (State Board Policy 3804)**

If a student fails to pass any required Subject Area Test, the student may also meet the graduation requirement by attaining any of the measures outlined below for each of the subject area tests listed. For the school to accept the results of an Alternate Test Option (ACT, WorkKeys, ASVAB), an official score report must be sent directly to the school. In many cases, the student/test-taker is the only person who can arrange for the test results to be sent to the school.

Assessment Options	Algebra I	Biology I	English II	U.S. History
<b>ACT</b>	17 (ACT Math Sub Score)	17 (ACT Science Subscore)	17 (ACT English Subscore)	17 (ACT Reading Sub Score)
<b>Dual Credit/Dual Enrollment</b>	C or higher in MAT credit-bearing course	C or higher in BIO credit-bearing course	C or higher in ENG credit-bearing course	C or higher in HIS credit-bearing course
<b>ASVAB + MS-CPAS or Industry Certification</b>	Must have an ASVAB AFQT score of 36 plus one of the following: 1. CPAS score that meets the attainment level assigned by Federal Perkins requirements <b>OR</b> 2. Industry certification attainment based on industry standards.			
<b>ACT WorkKeys + MS-CPAS2 or Industry Certification</b>	WorkKeys Silver Level plus one of the following: 1. CPAS score that meets the attainment level assigned by Federal Perkins requirement <b>OR</b> 2. Industry certification attainment based on industry standards.			

### Mississippi Career Planning and Assessment System (MS-CPAS-2)

The occupational-specific portion of the Mississippi Career Planning and Assessment System (MS-CPAS-2) is a vocational assessment used to provide a fair means of establishing accountability for both secondary and postsecondary vocational programs. The MS-CPAS measures each student's degree of technical skill mastery. The results of this assessment may be used as an indicator of student success in the workplace or the educational arena.

### PSAT

The Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) is a standardized test that provides firsthand practice for the SAT. It gives students a chance to enter the National Merit Scholarship Corporation scholarship programs and access college and career planning tools. Students are offered the opportunity to take the PSAT in October of their sophomore year to gain experience taking the test. It is offered to all juniors for National Merit Scholarship opportunities. Additional information about the PSAT/NMSQT may be found at <http://www.collegeboard.com/student/testing/psat/about.html>.

### ACT

The American College Test (ACT) assesses high school student's general educational development and their ability to complete college-level work. The multiple-choice tests cover four skill areas: English, mathematics, reading, and science. The Writing test (optional) measures skill in planning and writing a short essay. Fee waivers are available to students eligible for free or reduced lunch. Students can receive TWO waivers beginning in the fall of their junior year. The school code for Hattiesburg High School is 251175. ACT information may be found at <http://www.act.org>.



The ACT, scheduled for the spring of each school year, will be administered to students currently enrolled in the 11th grade. There will be no fees assessed to students for this examination.

### **ASVAB**

The ASVAB is a multiple-aptitude battery that measures developed abilities and helps predict future academic, and occupational success in the military. It is administered annually to military applicants, and high school, and post-secondary students. In addition, students may meet graduation requirements with a qualifying score of 36 plus one of the following as an alternate measure to subject area tests:

1. Earn a CPAS (Career Planning and Assessment System) score that meets the attainment level assigned by Federal Perkins requirements.
2. Earn an approved Industry Certification as specified in the Career Pathway's Assessment Blueprint outlined in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.

## **DUAL ENROLLMENT OPTIONS**

**A) Dual Enrollment:** Juniors and Seniors will have the opportunity to enroll in approved dual credit courses. Students can receive a Carnegie Unit and 3 hours of college credit for the course(s) passed. Students must meet all requirements for dual enrollment for the institution in which they are enrolling and Hattiesburg Public School District. The grade earned in the dual enrollment class will become part of the student's high school transcript; will be calculated into the student's GPA and will affect class ranking. See your counselor for complete information. **All fees related to registration, tuition, or textbooks will be the student and parent's responsibility.**

### **B) Middle College Program**

Hattiesburg Public Schools is proud to offer qualifying Hattiesburg High School students the opportunity to apply for Hattiesburg High School's Middle College Program (HHSMC). The program is a dual credit/dual enrollment program in which Hattiesburg High School juniors and seniors split their school day taking courses at Hattiesburg High School and the Pearl River Community College Hattiesburg campus. The goal of HHSMC is for students to earn a high school diploma and an associate's degree simultaneously.

During their 10th-grade year, interested students must take the ACT and meet dual enrollment guidelines to become eligible for HHSMC. Applications will be due no later than April 1st (subject to change) of the student's 10th-grade year. Applicants are subject to an interview also as part of the process.

The district will fully fund the program as long as funding is available. If funding is limited and/or not available, parents will be expected to bear some of the cost, if not all of the cost for their child to be in the program.

While enrolled in HHSMC, if a student's cumulative GPA drops below 2.5 on a 4.0 scale, then the district may no longer pay that student's tuition.

**Note: Students who drop a district-funded course will be required to reimburse the district for the full cost of the course.**

**Career and Technical Education**  
Cyber Foundations I & Cyber Foundations II  
Computer Science and Engineering

All Hattiesburg students are required to participate in the Career and Technical program, which includes the three 1-year programs (Cyber Foundations I, Cyber Foundations II, and Computer Science and Engineering) offered in Grades 6-8 (At the discretion of the school principal, a student may be scheduled into other classes as an alternative). Cyber Foundations I is offered in Grade 6, and Cyber Foundations II is offered in Grade 7. Computer Science and Engineering will be offered in Grade 8. Students who successfully complete ICT II and Computer Science and Engineering will receive a Carnegie unit that will count toward the total number of credits required for graduation.

**PROMOTION REQUIREMENTS (POLICY IHE)**

**(Grades PK-5 *Grace Christian, Hawkins, Rowan, Thames, and Woodley*)**

All 3rd-grade students must meet the requirements of the Literacy-Based Promotion Act (LBPA); students who do not meet LBPA requirements will not be promoted to 4<sup>th</sup> grade unless the student meets the good-cause exemptions for promotion. Students are required to master concepts and minimal skills at each grade level. Students who fail math, reading, or language arts will be retained. **The retained student must attend and successfully complete extended-year summer school to be promoted.**

Any decision on promotion or retention will be based on a comprehensive review of each child's specific performance, mastery of required curricular material, and other pertinent factors. Parent consultation is appropriate and encouraged, but final decisions on promotion or retention are vested in the school and district personnel.

**(Grade 6 *Hattiesburg STEAM Academy*)**

Students will be promoted from one grade level or classification based on the following: Promotion in this grade is based upon the student passing the required major math and English Language Arts subjects. If a student fails math, English Language Arts, or fails two or more courses, he/she will be retained. **The retained student must attend and successfully complete extended-year summer school to be promoted.**

**(Grades 7-8 *N.R. Burger Middle School*)**

Students will be promoted from one grade level or classification based on the following: Promotion in these grades is based upon the student passing the required major subjects of math and English Language Arts. Additionally, any student failing two or more courses will be retained. A student must earn a total of 6 credits/units to be promoted. Each subject passed will earn a student one credit. **If a student fails English, reading, or mathematics, he or she shall be retained. The retained student must attend and successfully complete extended-year summer school to be promoted.**

**Grade Classification (7-12)**

The number of units or credits required for classification in the following grades will be adjusted each

year to reflect increases in units required for graduation. Grade classification is as follows:

To be classified in this grade, the student must have accumulated these units/credits.

7th Grade	0 Credits
8th Grade	6 Credits
9th-grade	0 Carnegie Units
10th-grade	6 Carnegie Units
11th-grade	13 Carnegie Units
12th-grade	20 Carnegie Units

### **Course Options**

A student in grades 9-12 has options of taking correspondence courses or multiple online courses approved by the Mississippi Department of Education that can be counted toward the required Carnegie credits for graduation. These options are fee-based and require the signatures of the counselor and principal.

### **CREDIT RECOVERY**

Credit Recovery allows a student to earn credit for a course that was previously failed. In a credit recovery program, an assessment is made of the student's strengths and weaknesses in regard to the course content. Based on this assessment, the student completes instruction only in the course objectives that have not been mastered. The credit recovery program is tailored to the individual needs of each student. Credit recovery allows students to earn credit for a course in a few weeks or months rather than repeating the entire course. A maximum grade of 70% may be earned for any credit recovery course.

### **Summer School/Extended Year/Credit Recovery (Fees may be assessed.)**

The school district may limit participation in summer programs to students enrolled in Hattiesburg Public Schools. Students may not attend summer school in other districts without the written permission of the principal. In addition, students who graduate in the summer following their senior year will not be ranked in their class. Students who participate and successfully complete may be promoted to the next grade or receive course credit.

### **Private Teachers**

Parents may choose to employ private teachers to tutor a child; however, no credit can be given for private tutorial work or private lessons in place of work completed during the official school year or summer school. In addition, special examinations are not given to assess credit for private tutoring.

### **MISSISSIPPI SCHOLARS AND MISSISSIPPI TECH MASTERS**

The Mississippi Scholars and Tech Masters Programs encourage students to take more challenging

courses in high school, which better prepares them for college and/or the world of work. Students who complete the Mississippi Scholars and/or Tech Masters Programs will be recognized at Graduation and awarded a medallion at the Academic Awards Program. These students will also receive a Mississippi Scholars seal on the transcript and diploma. Requirements for becoming a Mississippi Scholar or Tech Master are subject to change; please see your grade-level guidance counselor for more information.

## Mississippi Scholars Curriculum Criteria

### ENGLISH LANGUAGE ARTS

4 credits must consist of:

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

### MATHEMATICS

4 credits must consist of:

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

### SCIENCE

4 credits must consist of:

- Biology I (1)
- Chemistry (1)
- Any 2 Carnegie Units of comparable rigor and content above Biology I and Chemistry (Physics [1] preferred). Additionally, 1 Carnegie unit may come from a Career Technical Education course.

### SOCIAL STUDIES

4 credits must consist of:

- World Geography (1/2)
- Mississippi Studies (1/2)
- World History Studies (1)
- U.S. History (1)
- U.S. Government (1/2)
- Economics (1/2)

### ARTS

1 credit of:

- One Carnegie Unit of visual and performing arts meeting the requirements for high school graduation or
- Two units for completion of the 2-course sequence Computer Graphics Technology I & II

### ADVANCED ELECTIVES

2 credits must consist of:

- Two Foreign Languages or a 5th Math or 5th Science of higher rigor
- Any 2 dual credit courses

### ADDITIONAL REQUIREMENTS

- **40 hours of community or volunteer service during high school for seniors graduating in 2018-2021 (80 hours for seniors graduating in 2022 and later)**
- **Minimum of 19 ACT Composite Score (Overall Score) for seniors graduating in 2022 and later**
- 2.5 cumulative high school GPA on a 4.0 scale
- Three letters of recommendation (one from each of the following – principal, guidance counselor and business/community leader for students with more than 4 in-school suspensions)
- 95% school attendance during 4 years of high school
- No out-of-school suspension

# Mississippi Scholars Tech Master Curriculum Criteria

\*Flexibility to tailor courses to area of interest.

## ENGLISH LANGUAGE ARTS

(4 Credits) English

## MATHEMATICS

\*(3 Credits) Math

- Algebra I
- Math above Algebra I (Course has to be related to program of study)

\*\*Geometry Mandatory

## SCIENCE

(3 Credits) Science

- Biology I
- 2 courses above Biology I

## SOCIAL STUDIES

(3 Credits) Social Studies

- American History
- Government
- MS Studies

## OTHER COURSES

(1 Credit) Computer

(½ Credit) Health or PE

## ELECTIVES

(2.5) Electives of your program of study

- 4 CTE Credits in the same area of study
- Must have 21 minimum credits - students can go the 21 or 24 credit route allowing time for internship
- Non-negotiable

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

- 40 hours of community or volunteer service during high school for seniors graduating in 2018-2021 (80 hours for seniors graduating in 2022 and later)
- Minimum of 18 ACT composite score (overall score) for seniors graduating in 2018-2021 (19 for seniors graduating in 2022 or later) or Minimum 36 ASVAB (Armed Services Vocational Aptitude Battery Test) or Silver Level WorkKeys
- 2.5 high school GPA
- 95% school attendance during high school years
- No out-of school suspension
- Must attain a passing score, as established by the Mississippi Department of Education (MDE), on the Mississippi Career Planning and Assessment System (CPAS2) or a passing score on an MDE approved industry certification assessment.

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

## FRESHMAN ADMISSION REQUIREMENTS FOR UNIVERSITY SYSTEM INSTITUTIONS (COLLEGE PREPARATORY CURRICULUM)

The high school course requirements set forth below are applicable to students graduating from high school and entering a public institution of higher learning.

The minimum <b>REQUIRED</b> CPC for full admission into a Mississippi public university is as follows:	The minimum <b>RECOMMENDED</b> CPC for full admission into a Mississippi public university is as follows:
<b>English: 4 Carnegie units</b> <ul style="list-style-type: none"> <li>• All must require substantial communication skills (i.e., reading, writing, listening, and speaking). Compensatory Reading and Writing may not be included.</li> </ul>	<b>English: 4 Carnegie units</b> <ul style="list-style-type: none"> <li>• All must require substantial communication skills (i.e., reading, writing, listening, and speaking). Compensatory Reading and Writing may not be included.</li> </ul>
<b>Mathematics: 3 Carnegie units</b> <ul style="list-style-type: none"> <li>• Algebra I or its equivalent</li> <li>• Math higher than Algebra I (2 units)</li> </ul>	<b>Mathematics: 4 Carnegie units</b> <ul style="list-style-type: none"> <li>• Algebra I or its equivalent</li> <li>• Math higher than Algebra I (3 units)</li> </ul>
<b>Science: 3 Carnegie units</b> <ul style="list-style-type: none"> <li>• Biology I or its equivalent</li> <li>• Science higher than Biology I (2 units)</li> </ul>	<b>Science: 4 Carnegie units</b> <ul style="list-style-type: none"> <li>• Biology I or its equivalent</li> <li>• Science higher than Biology I (3 units)</li> </ul>

<p><b>Social Studies: 3 Carnegie units</b></p> <ul style="list-style-type: none"> <li>● U.S. History</li> <li>● World History</li> <li>● U.S. Government (½ unit)</li> <li>● Economics (½ unit) or Introduction to World Geography (½ unit)</li> </ul>	<p><b>Social Studies: 4 Carnegie units</b></p> <ul style="list-style-type: none"> <li>● U.S. History</li> <li>● World History</li> <li>● U.S. Government (½ unit)</li> <li>● Economics (½ unit)</li> <li>● Introduction to World Geography (½ unit)</li> <li>● Mississippi Studies (<i>or state/local government course in any other state</i>)</li> </ul>
<p><b>Arts: 1 Carnegie unit</b></p> <ul style="list-style-type: none"> <li>● Includes any one Carnegie unit (or two ½ units) of visual and performing arts course(s) meeting the requirements for high school graduation.</li> </ul>	<p><b>Arts: 1 Carnegie unit</b></p> <ul style="list-style-type: none"> <li>● Includes any one Carnegie unit (or two ½ units) of visual and performing arts course(s) meeting the requirements for high school graduation.</li> </ul>
<p><b>Advanced Electives: 2 Carnegie units</b></p> <ul style="list-style-type: none"> <li>● Option 1: Foreign Language I and Foreign Language II</li> <li>● Option 2: Foreign Language I and Advanced World Geography</li> <li>● Option 3: Any combination of English, Mathematics higher than Algebra I, Science higher than Biology I, Advanced Elective category, any AP course, any IB course</li> </ul>	<p><b>Advanced Electives: 2 Carnegie units</b></p> <ul style="list-style-type: none"> <li>● Option 1: Foreign Language I and Foreign Language II</li> <li>● Option 2: Foreign Language I and Advanced World Geography</li> <li>● Option 3: Any combination of English, Mathematics higher than Algebra I, Science higher than Biology I, Advanced Elective category, any AP course, any IB course</li> </ul>
<p><b>Technology: ½ Carnegie unit</b></p> <ul style="list-style-type: none"> <li>● A course that emphasizes the use of technology as a productivity tool. Instruction should include utilizing various forms of technology to create, collaborate, organize, and publish information. The application of technology as a productivity tool, rather than specific hardware and/or software packages should be the focus of the course.</li> </ul>	<p><b>Technology: ½ Carnegie unit</b></p> <ul style="list-style-type: none"> <li>● A course that emphasizes the use of technology as a productivity tool. Instruction should include utilizing various forms of technology to create, collaborate, organize, and publish information. The application of technology as a productivity tool, rather than specific hardware and/or software packages should be the focus of the course.</li> </ul>
<p><b>Total Carnegie units: 16½</b></p>	<p><b>Total Carnegie units: 19½</b></p>
<p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>● <b>Pre-High School units:</b> Courses taken prior to high school will be accepted for admission provided the course earns Carnegie credit and the content is the same as the high school course.</li> <li>● <b>Substitutions:</b> Advanced Placement (AP) and International Baccalaureate (IB) courses can be substituted for each requirement in the College Preparatory Curriculum.</li> <li>● <b>Course Acceptance:</b> A course may not be used to satisfy more than one requirement.</li> <li>● The Required and Recommended College Preparatory Curricula (CPC) are approved by the IHL Board of Trustees, and the IHL Office of Academic and Student Affairs maintains a complete list of courses that can be used to satisfy the CPC requirements. See <a href="http://www.mississippi.edu/admissions/">www.mississippi.edu/admissions/</a>. The Mississippi Department of Education also maintains an online course catalog with CPC classifications for each course - <a href="http://www.rcu.msstate.edu/Curriculum/MDECourseCode.aspx.aspx">http://www.rcu.msstate.edu/Curriculum/MDECourseCode.aspx.aspx</a></li> </ul>	

As of January 2023, standardized test scores are not required for all student-athletes who initially enroll full-time on or after August 1, 2023. During the 2023 NCAA Convention, Divisions I and II adopted legislation to remove standardized test scores for these students. The vote was based on the recommendation from the Standardized Test Score Task Force, a specialized group charged with reviewing initial-eligibility requirements as part of the NCAA's eight-point plan to advance racial

equality. Among other requirements, college-bound student-athletes planning to compete at an NCAA Division I or II school are still required to have a 2.3 (DI)/2.2 (DII) grade point average in 16 NCAA-approved core-course units and provide proof of high school graduation. Division-specific information (Division I, II, or III) on initial-eligibility requirements is available on the NCAA Eligibility Center website.

## **GRADING**

The school district provides its students with a comprehensive curriculum composed of academic, vocational, and activity courses. Such a curriculum requires that teachers as professionals have sufficient latitude in grading students to arrive at realistic, appropriate grades. Teachers and principals are to be guided by the following in determining grades:

1. A student’s course grade is intended to reflect mastery of the subject as determined by assessments that include tests, classroom contributions, class/homework assignments, projects, etc.
2. At the beginning of each semester, each teacher/department will have a written plan of grading on file with the principal. This plan shall be explained to the students, and a copy will be sent home to parents.

### **Grading Scale**

<b>K through 5th</b>	<b>Grades 6-12</b>
A = 90-100	A = 90-100
B = 80-89	B = 80-89
C = 70-79	C = 70-79
D = 65-69	D = 60-69
F = Below 65	F = Below 60
I = Incomplete	I = Incomplete

## **REPORTING**

### **Progress Reports**

Mid-term reports will be sent to parents each term. Please refer to the Academic Calendar for exact dates. Parents are urged to follow up by contacting the student’s counselor or the teacher. Teachers may send reports other than the regular intervals by telephone, through the mail, or at the conference.

### **Report Cards**

Reports of student academic progress will be sent home to parents four times during a school year at nine-week intervals. These reports do not specify the credit for a particular term, but they indicate the student’s final accomplishment is likely to be at the end of the school year. The following grading formula will be

used to calculate grades:

50%: Daily Work/Quiz + 50%: Test/Projects/Performance = 100% overall grade

### **Cheating**

Students are expected to do their own work. The unauthorized giving or receiving of (including electronic means) help in any area of schoolwork is a violation of the Student Code of Conduct. Students who cheat may receive a zero for the work assigned. In addition, the student may face disciplinary consequences.

## **GRADE POINT AVERAGE**

A student's final Grade Point Average is determined by calculating all Carnegie unit courses for the high school years (including Carnegie units earned in the 7th or 8th grade) plus all four nine-week grades in the senior year. The final overall GPA is reflected on the transcript to include work up to the last day of school.

### **Quality Point Average**

1. Quality Point Average is determined by converting Final Averages from a 100-pt. scale to a 4.0 scale using the system below. No scale other than a 4.0 scale will be used. QPA is not weighted. Quality Points are added, and the sum is divided by the number of credits attempted.
2. Half unit courses receive one-half the designated quality points based on the course level. Quality points for half-unit courses will be computed on a semester basis.

**A** = 4 points    **B** = 3 points    **C** = 2 points    **D** = 1 point    **F** = 0 points

### **Grade Transfer**

Grades received on transfer from other schools will be interpreted according to the following conversion chart unless the transferring school provides the actual number grade:

<b>GRADES 6-12</b>			
<b>Letter Grade</b>	<b>Numerical Equivalent</b>	<b>Letter Grade</b>	<b>Numerical Equivalent</b>
A+	100	C+	79
A	95	C	75
A-	90	C-	70
B+	89	D+	69
B	85	D	65
B-	80	D-	60
		F	59



<b>GRADES K-5</b>			
<b>Letter Grade</b>	<b>Numerical Equivalent</b>	<b>Letter Grade</b>	<b>Numerical Equivalent</b>
A+	100	C+	79
A	95	C	75
A-	90	C-	70
B+	89	D+	69
B	85	D	67
B-	80	D-	65
		F	64

Transfer grades that exceed 100 will be recorded as 100. Advanced Placement, Honors, Dual Enrollment, and Accelerated courses will be weighted according to district policy.

### **Grade Appeals**

Within thirty (30) days upon the issuing of a report card from a term, semester, or final grade, a parent/guardian may appeal the current grade in writing. The steps of the appeal process are as follows:

- 1) Any change of grades, other than a final grade, shall be addressed with the teacher who issued the grade and the building level administrator. The parent/guardian will confer with the teacher and provide the reason(s) for appealing the grade. If the parent/guardian is dissatisfied with the resolution, they may appeal the teacher's decision to the principal or designee.
- 2) The principal or designee will confer with the parent/guardian and teacher, make a decision and provide a written response. If the issue cannot be resolved, the parent may appeal to the Superintendent who will assign a review panel consisting of, at a minimum, the teacher issuing the grade, the building-level administrator, and a central office administrator.
  - a) Any change of a final grade as recorded on a cumulative folder or permanent record shall be presented and approved by the panel by a majority vote or consensus.
  - b) If it is determined that a grade change should be appropriate, the decision and associated evidence will be included in the cumulative folder and the grade change will be placed on the permanent record.

After thirty (30) days upon issuing of a report card from a term, semester, or final grade, the grade will be permanent and may not change.

## ACADEMIC HONORS

Graduation with honors, high honors, and special honors is determined by calculating the averages of the recommended college preparatory curriculum (found on page 34), including weighted grades for Advanced Honors, Accelerated, dual enrollment, and AP classes. Senior class honors will be computed at the end of the third nine weeks. Students whose GPA is 95 and above will wear the cord for special honors and will receive plaques. Students whose GPA falls between 93 and 94.99 wear the cord for high honors. Students whose GPA is 90-92.99 wear the cord for honors. The Honor GPA is not rounded. Additional cords may be worn representing academic excellence and achievement with the approval of the building principal.

### Honor Roll

Honor Roll is determined by the end-of-term grades that a student has earned.

- Superintendent’s Honor Roll (A- Honor roll) is awarded to students earning A’s for the final average of the term in each subject.
- The Principal’s Honor Roll (A/B- Honor Roll) is awarded to students earning A’s and B’s for the final average of the term in each subject.

### Class Honors (Hattiesburg High School)

Students are ranked based on their final, overall unweighted GPA. Students who graduate in the summer following their senior year will not be ranked.

- 1) The GPA for class honors will be calculated using final class averages (rankings) from college preparatory curriculum courses.
- 2) Course averages will be calculated on a 100-point scale and a weighted numerical scale based on the following point system:

Letter/number For all courses		Weighted numerical average (for Honors GPA only)
A	90-100	AP numerical grades are multiplied by a factor of 1.05 and may exceed 100.
B	80-89	
C	70-79	Accelerated Course, Dual Enrollment Core Course, and 2 <sup>nd</sup> year CTE course grades are multiplied by a factor of 1.025 and may exceed 100.
D	60-69	
F	Below 60	

### Selection of Valedictorian and Salutatorian

Each year, a senior class member shall be determined to be valedictorian and salutatorian of that senior class. For any student to be eligible, the student must be enrolled at Hattiesburg High School for at least FOUR consecutive semesters, excluding summer school, immediately preceding the determination of the class valedictorian and salutatorian. In addition, the student must also graduate with his or her graduating class. The student’s graduation class is established by a student’s ninth-grade entry date.

Senior class honors will be calculated at the end of the third nine weeks. Based on numerical calculations of core classes (college preparatory curriculum), the student with the highest-honors Grade Point Average (GPA) will be named valedictorian. The student with the second-highest GPA will be named salutatorian. If a tie occurs, co-valedictorians and co-salutatorians will be named. The GPA shall be determined by grades received in all college preparatory classes, including dual enrollment and Mississippi Virtual School and Carnegie units earned in middle school by the student. Carnegie units must have been earned from an accredited school recognized by the Mississippi Department of Education.

### **AWARDS CEREMONIES**

Near the end of the school year, students will be honored during an awards program. Students and faculty members will take part in planning the program. The categories of honor to be recognized are academic achievement, subject areas, citizenship, attendance, and extracurricular activities.

### **SCHOLARSHIPS**

Many colleges offer scholarships to eligible students. Students must maintain high academic standing to qualify. Scholarships are awarded for proficiency in areas such as journalism, science, music, languages, athletics, and service. Students are encouraged to become actively involved in school life and community service to increase their eligibility. Students and parents should contact guidance counselors for information regarding scholarships.

### **ADVANCED PLACEMENT**

Fees: All fees must be paid before the **last** day of the 3<sup>rd</sup> nine-week grading period in order for the AP weighted GPA to be calculated for honor graduation consideration. All fees associated with the examination will be the responsibility of the student and parent/guardian. Any student eligible for a fee reduction will need to complete all requirements to receive the reduced fee.

The College Board's Advanced Placement Program (AP) has partnered with colleges, universities, and high schools to provide students with the opportunity to take college-level coursework and exams while in high school. Advanced Placement provides motivated and academically prepared students with the opportunity to earn college credit or placement and helps them stand out in the college admissions process. AP is accepted by more than 3,600 colleges and universities worldwide for college credit. Individual institutions set their policies for awarding credit and/or placement.

Students at Hattiesburg High School may take AP courses at the school site or via the Mississippi Department of Education in a recognized virtual school program. Each AP course has a corresponding examination that is administered in the spring of each school year. Each AP exam contains a free-response section (essays, problem-solving, oral responses, etc.) and multiple-choice questions. Exams are scored by college professors and experienced AP teachers using scoring standards developed by the committee.

Advanced Placement courses are offered at Hattiesburg High School to all students who have met the prerequisites. AP course grades will be weighted by 5%. All students in AP courses **must** take the AP National Exam that corresponds with the course to receive the credit on the weighted scale. If the student

does not take the examination, the student's grade will be calculated using the 4-point scale.

### **ABSTINENCE-ONLY SEX EDUCATION**

The Hattiesburg Public School Board believes that every student has the right to accurate information concerning the prevention of pregnancy and sexually transmitted infections. The Hattiesburg Public Board is committed to fostering community partnerships that educate both students and parents about this important topic.

This School District seeks to affirm its commitment to creating healthy and responsible teens in this School District by fully complying with the Mississippi Code of 1972, Annotated, Section 37-13-171, and by:

- Adopting educational programs designed to help students and parents take action to reduce rates of teen birth and sexually transmitted infections and integrating such programs into already established classes, and
- Establishing principles, guidelines, and strategies for implementing effective sex education programs, referred to in state law as "Abstinence-Only" education programs.

The district shall utilize an age-appropriate, evidence-based, medically accurate, Abstinence-Only curriculum from the list of curricula approved and recommended by the Mississippi Department of Education (MDE), including as one choice the curricula of Abstinence-Only developed by the Mississippi Department of Human Services and the Mississippi Department of Health, if such curricula are on the MDE's approved curriculum list. (POLICY REF: ICG)

## **SECTION II. ADMISSION/WITHDRAWAL**

### **Parent, Legal Guardian, or Custodian must enroll students in school.**

*Whenever any minor child seeks or applies to enroll or gain entrance to any public school in this state, and the child is not accompanied by an adult or is accompanied by an adult who is not the child's parent/guardian, if a legal guardian has been appointed for the child, or legal custodian, the school official or officials or teacher to whom the child applies or reports for enrollment or admission may delay consideration of the enrollment or enlistment of the minor child and require the child's parent, legal guardian or legal custodian to accompany the child and apply for enrollment and admission into the school for and on behalf of the minor child. -- MS Code 37-15-11*

If a student should attempt to enroll without a parent, guardian, or legal custodian, please refer the student and/or accompanying adult to the office of the Director of Student Support. A determination will be made and furnished to the school about whether the student may enroll.

### **TRANSFER FROM ANOTHER DISTRICT**

Students who request a transfer from other school districts will be accepted only if the student and parent or guardian have physically moved into the Hattiesburg School District and have changed their residency, or if a transfer has been requested and approved according to procedures established by HPS.

- Students who request transfer because of pending, threatened, or actual expulsion or disciplinary issues will be accepted in accordance with the previous district's disciplinary action.
- Students must be eligible to re-enroll in the previous district in order to be accepted by this district (subject to residency requirements).
- Students in an Alternative Center placement in their previous district will be placed in this district's Alternative Center.
- Students from other school districts will not be accepted if they have been sent to live with relatives or temporary guardians for the sole purpose of attending the Hattiesburg Public Schools.
- Students who transfer into or return to this district from incarceration or other forms of judicial custody may be placed temporarily at Alternative Center until the scheduling of a due process hearing to determine appropriate placement.
- Students who transfer into this school district will matriculate through school and graduate following the policies of the Hattiesburg Public School District.

### **HOME SCHOOLING OR TRANSFER STUDENT ASSIGNMENT/CLASSIFICATION**

All students seeking to transfer from any school, public, private, or homeschool within or outside of the boundaries of the State of Mississippi, to a public school within the state may be required to take a test to determine the grade and class to which the pupil shall be assigned at the time of pupil transfer. (Policy REF: JBC)

The administrative head (or designee) of each public school shall administer the test or tests to such pupil or pupils as shall apply for transfer to such public school. Such test or tests shall be administered within

thirty days after the filing of each such application for transfer. Notice of the giving of such test shall be given to the applicant not less than five days prior to the date of administration of such test. No transfer of a pupil shall be affected until the test has been given and the pupil is assigned according to the grade and class for which the test shows he is best suited.

No pupil shall be assigned to a grade and class more than three (3) grades above or below the grade or class that the pupil would have been assigned to had the pupil remained in the school from which the transfer is being made. Pending the administration of the test herein provided for and its grading and an assignment based thereon, the superintendent of the school district or the attendance center principal to which the pupil seeks admission may assign the pupil temporarily to a grade and class comparable to that in which the pupil would have been had the pupil continued in the school from which the transfer was being made. '37-15-33. (POLICY REF: JBAB)

### **AGE REQUIREMENTS FOR PRE-K THROUGH 1ST GRADE**

Students entering the preschool program for the developmentally delayed must reach the age of three on **or before September 1** of the current school year. Students entering Pre-K must reach the age of four on or before September 1 of the current school year.

To enter the preschool program for the developmentally delayed, the student must reach the age of	3	On or before September 1 of the current school Year.
To enter Pre-K, the student must reach the age of	4	On or before September 1 of the current school year.
To enter K, the student must reach the age of	5	On or before September 1 of the current school year.
To enter grade 1, the student must reach the age of	6	On or before September 1 of the current school year.

### **VERIFICATION OF STUDENT RESIDENCY**

The Mississippi State Board of Education requires that all school districts verify a student's residence to determine whether the student may legally attend a school in the district. The definition of student residence for school attendance purposes is that the student physically resides full time, weekdays/nights and weekends, at a place of abode located within the limits of the school district. The Hattiesburg Public School District must verify the residence of each student to be enrolled. Post office box numbers are not acceptable for verification purposes. A street address/name must be provided.

Any student whose residence is not cleared through the district using the proper procedure as adopted by the state board will be denied enrollment. When questions arise regarding a student's legal residence, the school may request additional confirmation of the information to meet the requirements of state law.

#### **Residency Verification Procedure**

Except for those students who have been legally transferred, each student must establish his/her residency

in the following manner:

A. Students Living with Parent(s) or Guardian(s)

STUDENTS LIVING WITH PARENT(S) OR GUARDIAN(S) The parent(s) or legal guardian(s) of a student seeking to enroll must provide this school district with at least two of the items numbered 1 through 10 below as verification of their address, except that a document with a post office box as an address will not be accepted.

1. Filed Homestead Exemption Application form
2. Mortgage documents or property deed
3. Apartment or home lease
4. Utility bills
5. Driver's license
6. Voter precinct identification
7. Automobile registration
8. Affidavit and/or personal visit by a designated school district official
9. Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the school district
10. Certified copy of filed petition for guardianship if pending and final decree when granted

**Guardianship**

- a. Student is living with a legal guardian and a certified copy of the Court Decree (or petition) if pending, was received declaring the district resident to be the legal guardian of the student and further declaring that the guardianship was formed for a purpose other than establishing residency for school district attendance purposes.

**Affidavits**

- a. Custodial parent(s) residing with an adult in a home not owned or rented by the custodial parent(s) will present documents to show legal custody. The non-custodial adult in the home must prove residency proof and provide a signed, notarized affidavit.
- b. No affidavits accepted for Pre-K programs.

*If a student lives in the district in the household of someone other than parent or guardian [either with or without the student's parent or guardian], then an affidavit of residency must be completed at each school site. Each request for an affidavit will be examined carefully and must be based on a documented emergency. The affidavit must be signed by the homeowner/leaseholder AND by the parent or guardian in the presence of designated school district personnel. The homeowner/leaseholder must provide two proofs of residency, and both the parent/guardian and the homeowner/ leaseholder must provide positive picture identification.*

\*\*The penalty for false swearing of an affidavit is a fine of up to \$1000 and imprisonment for up to five years.

*\*\*Affidavits of Residency are considered to be temporary—those who enroll with affidavits should expect to procure evidence of residency in their name within a reasonable amount of time.*

Although every attempt will be made to verify residence using state and local board policy standards, certain situations arise when dealing with university students, military personnel, and/or transient families in general in which residence verification may not be possible according to published standards. If residency cannot be adequately verified at the school, parents/guardians should be directed to the Office of the Superintendent, where a determination will be made and furnished to the school.

## **STUDENT ADMISSION**

All students to be admitted or readmitted must provide the school with the following information:

1. **Immunization Records** - All students in Grades PK-12 must acquire from their doctor or the Forrest County Health Department a special immunization certificate known as the Certificate of Compliance

Valid certificates include:

1. Form 121 -- Certificate of Compliance
  2. Form 121-A -- Medical Exemption Certificate
  3. Form 121-T -- Temporary Compliance Certificate
2. The Temporary Compliance Certificate, Form 121-T, is not valid after the date shown. After that date, the principal shall deny school attendance by such child unless or until the principal is furnished another Temporary Compliance Certificate, Form 121-T, or a Certificate of Compliance, Form 121, or a Medical Exemption Certificate, Form 121-A.
  3. Certified Birth Certificate (new students to the system) - Students may present a certificate within 30 days of enrollment.
  4. Report Card or high school transcript
  5. Social Security Number
  6. Name and address of former school attended
  7. Legal home address of parent or guardian and verification of address (See Residency).
  8. Withdrawal form signed by the previous school district official

Hattiesburg Public Schools strives to register all eligible students when they apply for enrollment; therefore, it is very important that parents or guardians obtain all documents required by law prior to registration. In cases where students do not have a specific document, principals or their representative should provide information about how to obtain the missing document and allow a reasonable time for the parent/guardian to secure documentation (up to 30 days, for example, for a certified birth certificate), along with written notification to the parent as to the time allocated. If at the end of the period, where parent/guardian has been provided sufficient information and notification, and the document is still not presented to the school, the parent will be referred to the Superintendent for a determination of possible disenrollment proceedings.



### **Cumulative Record Request**

As outlined in Section 99.31 of the Buckley Amendment, written consent of the parent is not necessary for the transfer of records between schools. The counseling office will automatically send for student records. (See Withdrawal Procedure and Student Records).

### **WITHDRAWAL PROCEDURE**

Students who wish to withdraw from school for any reason are to:

1. Notify the counselor's office of the need to withdraw from school and secure appropriate forms (at least one day in advance before withdrawing student(s)).
2. Secure parental/guardian approval on appropriate forms.
3. Complete withdrawal forms with clearances from classes, library, textbooks, and counselor's office.
4. Submit completed forms to the attendance clerk for final clearance.
5. Forward withdrawal forms to the principal for signature. *No student will be considered officially withdrawn unless the release is signed by the principal.*

Parents who wish to withdraw a student under the state compulsory education law (generally, those under the age of 17) to attend a GED program must seek permission from the Superintendent of Schools or his/her designee. If permission is granted, the parent must register with the youth court. Parents who wish to withdraw a compulsory school-aged student from the district for purposes of homeschooling must obtain permission from the local State Attendance Officer.

**Felicia Watts – 601-583-0960 ext. 5546**

When a student transfers from this school system to another, the student's records will be forwarded to the receiving school upon request. Hattiesburg Public Schools is required to verify the actual residence of any student requesting the transfer of records from the district. The district will use objective and reliable methods to verify student addresses for all transfers during the registration and at random times throughout the year. (See Student Records).

## **SECTION III. ATTENDANCE POLICIES**

School attendance is the responsibility of students and families. Students should remain out of school **ONLY WHEN ABSOLUTELY NECESSARY**. Students are expected to attend school at all times when school is in session. To be counted present, a student must be in attendance for at least 63% of the class period/school day.

### **COMPULSORY ATTENDANCE**

In addition, Mississippi Compulsory Attendance law provides legal penalties for parents or guardians who neglect their child's school attendance. Students who are not enrolled by the 15th school day or who accumulate five or more days of unexcused absence will be reported to the attendance officer. **When the child has 12 unexcused absences, the law provides that charges of "Education Child Negligence" may be brought against the parent/guardian. Potential punishment of Education Child Negligence is a fine of up to \$1000 and/or 1 year in jail.**

The school is required by law to report excessive absences to the State Attendance Officer:

1. On the fifth (5<sup>th</sup>) unexcused absence, a letter will be sent to the Mississippi Office of Compulsory School Attendance and Enrollment.
2. Twelve (12) unexcused absences in a school year can result in charges being filed against a parent/guardian for educational neglect and/or truancy charges against the student.

### **63% ATTENDANCE LAW**

For the purpose of determining and reporting attendance, a pupil must be present for at least sixty-three percent (63%) of his/her instructional day, as fixed by the local school board and defined by the student's schedule, in order to be considered present for full-day attendance.

### **Truancy**

Students are considered truant when absent without the knowledge or consent of parents and school officials. A student guilty of truancy will be reported to the school attendance officer, and appropriate discipline will be considered. A parent or guardian should accompany the student to the principal's office to be readmitted to school. A second offense may result in a three-day suspension. All instances of truancy will result in the unexcused absence(s).

### **ATTENDANCE POLICY Pre-K-12**

1. If a compulsory-school-age child has not been enrolled in a school within fifteen (15) calendar days after the first day of the school year of the school which such child is eligible to attend, the principal or superintendent is required to report such non-enrollees to the Mississippi Office of Compulsory School Attendance and Enforcement.
2. Students are expected to attend school at all times when school is in session. Skipping class constitutes truancy and will be treated as an unexcused absence.
3. The parent/legal guardians must contact the school before 9:00 a.m. on the first day the student is

absent from class.

4. In cases of unreported absences, the office will contact the parent through an automated calling service. After a student's absence, he/she will bring a note from his/her parent/guardian **within three school days of returning to school**, stating the specific reason for absence and including a phone number so that the absence can be verified.
5. Family or organized trips (i.e., non-school-related vacations, reunions, and business trips) that cause a student to exceed **three (3) school days** in a grading period **are not** considered excused absences.
6. When claiming the death of a family member as an excused absence, the family member must be a close family member: father, mother, sister, brother, legal guardian, legal foster parent, grandparent, stepfather, or stepmother.
7. The following are reasons for excused absences: doctor's or dentist's appointments, documented legal reason, death or serious illness in the immediate family, observance of a religious event, injury or physical illness, and authorized school activity. **Acceptable written documentation will be required and will be subject to approval by the principal or his/her designee, who may require additional substantiation or verification.**
8. Acceptable written documentation for absences described above must be provided to the office within **three (3) school days** after the student returns to school. **NOTE: The call log is only a temporary convenience to let the school know that a student will not be in attendance and will NOT be considered valid documentation after three days.**
9. School is required by law to report excessive absences to the State Attendance Officer. On the fifth (5<sup>th</sup>) unexcused absence per class in a grading period, a letter will be sent to the Mississippi Office of Compulsory School Attendance and Enrollment and the parent/guardian.
10. Twelve (12) unexcused absences in a school year can result in charges being filed against a parent/guardian for educational neglect and/or truancy charges against student.
11. All daily work missed due to absences must be made up in direct proportion to days out (3 days out, 3 days to make up). A student will receive a zero if work is not made up.
12. To be counted as present or participate in an extracurricular function, a student must attend at least 63% of the day.
13. A student who is absent-unexcused cannot participate in school activities or events on the day of the absence without principal approval.
14. A parent/guardian who fails to attend a conference on absences or provides proof of unexcused absences shall be reported to the Mississippi Office of Compulsory School Attendance.
15. 12th-grade students may have two excused days per year to visit college campuses. Students must provide written proof of their visit. College visit days may be granted to 11th-grade students upon the approval of the principal or his designee.
16. Principals may require additional formal documentation if absences become excessive.

### **Student Attendance Review Board (SARB)**

After a student has accumulated 8 more unexcused absences, the student and parent must meet with the Student Attendance Review Board (SARB). SARB is a district intervention process designed to develop and coordinate school, community, and home efforts to deal with attendance issues. Serious attendance issues will be referred to the juvenile court system. Members of the SARB team include the following: counselors, interventionists, parent liaisons, and other appropriate/designated personnel. The board provides suggestions and referrals for the family; however, the goal is to improve student attendance in school by enforcing the Mississippi Compulsory Education Laws.

## MAKE-UP ASSIGNMENTS

It is the student's responsibility to make up work due to absences. If a student is absent two or more consecutive days, assignments should be requested by the parent/guardian or the student by contacting the school. *For each day missed, the student will have a day to complete the work.* The principal may use discretion in cases of lengthy medical absences or other extenuating circumstances.

## DISMISSAL/CHECKING-OUT FROM SCHOOL (MUST SIGN OUT IN OFFICE)

Only the parent, legal guardian, or other persons previously designated by the parent or legal guardian may check a student out of school. All parties must comply with the school's policies and practices for preventing the unauthorized removal of students from school. The student's safety may well depend upon a strict observance of these policies. **School personnel may require identification, including a government-issued picture ID for student checkout or pickup.**

When a student becomes ill or an emergency arises during the regular school day which may warrant early dismissal, the student must report to the principal's office. Before the student may be released from school, a parent, legal guardian, or person authorized by a parent must come to the school office and sign the student out. At the principal's discretion, other means of parent communication with the school may be used to secure the student's release. Proper picture identification may be required by school personnel. The School Principal or designee may determine and verify appropriate parental consent for checkout. All requests for early dismissal should be made in writing with valid contact names and numbers from the parent and turned in to the school office before first period.

All requests for early dismissal should be in the school office before first period, except for dismissals due to unforeseen emergencies. Any written request for dismissal must contain the date, reason, and parent or guardian's signature. Early dismissal will count against perfect attendance awards.

Any change in routine dismissal procedures will be honored only if written permission is provided by the parent or guardian. In the event of an emergency, the principal will take appropriate action to ensure the well-being and safety of the child and fellow students.

## TARDINESS TO SCHOOL (Pre-K-12) ALL SCHOOLS

For students eligible to ride a bus, "car trouble" will not normally be accepted for approval of tardiness. Oversleeping, clock failure, missed rides, etc., will not be accepted for approval of tardiness. Tardiness that falls in the excusable category will be excused if the parent or guardian sends a written notice to the student or calls the office before the student arrives. Notes must state the date, reason for tardiness, and signature of parent or guardian. Time lost due to unapproved tardiness to school may be made up before or after regular hours. Note: At the principal's discretion, no more than three (3) parent notes will be accepted per nine-week term.

**Tardiness to School (Grades 6-12) STEAM Academy, N.R. Burger, and Hattiesburg High School**  
Students who arrive at school after the tardy bell for first period are considered late. After the third

unexcused tardy, students are subject to disciplinary action, which may include in- or out-of-school suspension. Continued tardiness may be viewed as a repeated violation of school rules or defiance.

**Tardiness to Class**

Students are allowed adequate time to pass from one class to the next and should not be tardy except in emergency cases. If an emergency should arise, the student should get an admittance form from the teacher who knows about the emergency. In the event the student needs more than the regular class change time, they should report to their class first and obtain permission from the teacher. After 3 unapproved tardiness per term, the teacher will write a referral.

**Late Entrance**

A student residing in the Hattiesburg Public School District at the beginning of the school year who is not attending another school and who enrolls after the first day of the school year in the Hattiesburg Public Schools must make up all work missed because of late enrollment. If a student resides in the Hattiesburg Public School District and enrolls after the beginning date of the school year, days missed because of late enrollment may be counted as absences.

**PERFECT ATTENDANCE**

Perfect attendance shall be defined and observed by all schools as no absences, no tardiness, and no dismissals from school. Exceptions shall be late school bus arrival or school-sponsored field trips. Students with perfect attendance will be recognized at the end of the school year in each school. Additional attendance incentives may be used, provided the incentives are approved by the school administration.

## SECTION IV. SCHOOL SAFETY

### CELLULAR PHONES OR OTHER ELECTRONIC DEVICES

Students ARE NOT permitted to use cell phones and other electronic devices at school. If a student chooses to bring a cell phone/electronic device, he/she does so at their own risk. The District will not be responsible for any lost, stolen, or broken cellphone/electronic device. The phone/device must remain on silent or vibrate at all times to not distract from instructional time during the school day.

If school personnel is made aware by sight or sound that a cell phone is being used (verbally or through texting) or other such electronic devices are in a student's possession, the student will immediately surrender the device to the teacher or administrator on demand. Students who refuse to surrender an electronic device on demand will be considered to have committed a separate disciplinary infraction (open defiance of school personnel/failure to comply with directives) and may be disciplined separately from the original offense.

- 1<sup>st</sup> offense - such item(s) confiscated; turned in to administrator; the phone may be returned to the student by the end of the school day. The referral will be entered as an official warning. (*Note: It is the student's responsibility to retrieve the phone.*)
- 2<sup>nd</sup> offense and all following offenses- such item(s) confiscated; must be retrieved by parent or guardian at the end of the school day; the student may face disciplinary actions, up to and including suspension.

Parents, if you have an emergency and need to contact your child, please call the office, and we will contact your son/daughter. Please do not try to contact them by cell phone. Hattiesburg Public Schools, its faculty and staff are NOT responsible for any damaged, missing, or stolen cell phones. If a student has a cell phone and it is damaged or stolen, schools WILL NOT utilize administrative time to investigate the incident, nor will the district or schools take any financial responsibility for the cell phone or cell phone charges.

#### **General Recording Policy:**

Students are prohibited from using cell phones or any other device to make audio or video recordings at school to cheat or plagiarize, to bully, haze or harass others, to disrupt the learning environment, to view pornographic, vulgar, or inappropriate content, to post derogatory content on social media sites, or take unsolicited or unwelcome photographs, videos, and/or recordings of students, staff or facilities. Failure to adhere to this policy will result in disciplinary actions.

#### **Fighting - Recording a Fight:**

The act of recording/videoing a fight between other students is not permitted. However, if a student records a fight, then the following disciplinary procedures will be adhered to:

The phone will be confiscated and returned to the student's parents upon their request. The video will be deleted from the cell phone. The person responsible for recording or sharing the video or photograph will be subject to out-of-school suspension.

Any student who records a person or event in such a manner that the recording or sharing thereof violates individual privacy, leads to bullying, or disrupts the learning environment, is subject to legal or disciplinary action as appropriate.

**Photographing or Recording a Person in a Restroom or Other Place with Expectation of Privacy:** Mississippi State laws provide for severe criminal penalties for anyone who photographs or video records another person in a state of undress or a place with an expectation of privacy, including restrooms, locker rooms, etc. This school district prohibits any such activity and will enforce all laws of this type, as well as administering district disciplinary action.

**Testing Security:** To maintain test security, cell phones and other electronic devices are not allowed in the testing room during standardized testing. If an electronic device is found, the student's test will be invalidated.

## **SEXUAL HARASSMENT**

The Hattiesburg Public School District recognizes reports of sexual harassment as being extremely serious. Any reports of sexual harassment will be investigated fully, and appropriate disciplinary action, as well as notification of law enforcement, may result from such reports. Sexual harassment of employees and students will not be tolerated. Sexual harassment shall include but not be limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct which interferes with a person's school/work performance or creates an intimidating, hostile, or offensive environment. Other types of sexual harassment may include jokes, stories, pictures, or offensive objects, intended to alarm, annoy, abuse, or demean. Claims of sexual harassment should be reported to the immediate supervisor (for employees) and the principal's office (for students).

## **DISCRIMINATION/COMPLIANCE**

The Hattiesburg Public School District does not discriminate based on sex, race, color, religion, national origin, or disability and complies with Title IX of The Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. The district meets all federal and state policies and procedures regarding the provision of appropriate education and related services for students with disabilities.

### **Grievance Procedures**

Any student or employee of this district who believes he or she has been discriminated against, denied a benefit, or excluded from participation in any education program or activity based on sex, race, color, religion, national origin, or disability may file a written complaint with the office of the Superintendent, Attn: Michael Battle Compliance Administrator. The compliance administrator shall review the cause(s) of the written complaint and provide a written response that will be mailed to the complainant within 10 working days after receipt of the written complaint. A copy of the written complaint and the compliance administrator's response shall be provided to the Board of Education indicating with particularity the nature of disagreement with the response and his or her reasons underlying such disagreement. The Board of Education shall consider the appeal at its next regularly scheduled board meeting following receipt of the response. The Board of Education shall permit the complainant to address the board in public or closed session, as appropriate and lawful, concerning his or her complaint and shall provide the

complainant with its written decision in the matter as expeditiously as possible following completion of the hearing.

## **INTERVIEWS AND SEARCHES**

Safety is of paramount importance in the Hattiesburg Public School District. The school district will conduct random searches and checks, including locker searches with the Canine Drug Unit and metal detector checks.

### **Searches**

Searches of students on school property are governed by HPSD Board Policy JCDA, which is available in the Principal's Office. Students in the district have the right to privacy and security against an arbitrary invasion of their personal property by school officials. However, the Board must maintain an atmosphere conducive to the pursuit of its educational goals, including a limited right to search students' personal belongings when it is in the best interest of the overall welfare of other students or is necessary to preserve the good order and discipline of the school.

Lockers may be opened and searched at any time by school officials. Other searches may be conducted with reasonable suspicion by not less than two members of the professional staff. Any vehicle on any campus will be subject to search with reasonable suspicion. Parents/Guardians will be notified following any student search. Any student who commits an unlawful act on school grounds, at a school-sponsored activity, or a school-related activity, is subject to having charges filed against him/her by the school district with the proper law enforcement officials.

### **Canine Search Policy**

Unannounced and periodic searches will be conducted in schools by certified and properly trained canine drug unit personnel according to the following district regulations:

- Students or adults may not be searched (sniffed) by the dog under any circumstances.
- Lockers and dressing rooms may be searched; however, students must not be present in the area to be searched. Lockers are to be searched while students are in class.
- Automobiles parked on or in reasonable proximity to the school may be searched.
- Students or adults who are found in possession of a controlled substance are subject to school and legal penalties.
- The dog is to be accompanied by the handler and principal or principal designee at all times.

## **DRUG-FREE SCHOOLS POLICY**

The Hattiesburg Public School District prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on school campuses or as part of any of its activities. The district strives to be drug-free because drug use/abuse limits academic performance, hinders maturity, and affects social and emotional development. The district does not tolerate the use or possession of alcoholic beverages, prescription drugs used improperly, marijuana, or other controlled substances. The district encourages the age-appropriate education of all students in the prevention of drug use, the development of community resources in providing drug-free activities, the enforcement of all laws against drug use and



possession, and the referral to treatment when necessary. The Hattiesburg Public School District will impose disciplinary sanctions on students and employees consistent with local, state, and federal laws.

## **GUN-FREE SCHOOLS**

The Hattiesburg Public School District operates in compliance with the Gun-Free Schools Act, Title VIII of the Elementary and Secondary Education Act of 1965. Therefore, all policies and procedures adopted by the board which affects the conduct and/or discipline of students are supplemented by the requirement of this act. The act prohibits any student from bringing a firearm on school property. The penalty for violating this law is expulsion from the school program and all of its activities for the minimum period of one calendar year, subject to the due process required by law and district policy. For further information on the Gun-Free Schools Act, contact the District Due Process Coordinator at 601-582-5078.

### **Reporting Guns/Weapons**

The school district shall enforce all requirements of the Prevention of School Violence Act, SB 3349. Anyone who knows of or suspects that a gun or dangerous weapon has been brought on campus should report it immediately to the principal or another school official. Sources of these reports will be kept confidential.

Anyone who wishes to make a report about a gun or dangerous weapon to a school official may call the toll-free SAFE hotline operated by Safety in Firearms Education, 1-800-467-7719. You do not have to give your name. Reports may also be made anonymously to the local Crime Stoppers number, 601-544-5927. This information will be relayed to the appropriate authorities.

## **TOBACCO-FREE SCHOOLS**

Smoking and other uses of tobacco by district employees and visitors in school buildings, on school grounds and property, and on or in district vehicles, including school buses, is prohibited. Employees assigned the responsibility for supervising students at school or school-sponsored activities, regardless of where the activities are conducted, shall not use tobacco in any form while in attendance or on duty. Any employee found to be in violation of the policy on smoking and other uses of tobacco shall be subject to disciplinary action ranging up to dismissal. (POLICY REF: EBAB, JCDAC)

## **DRUG AND ALCOHOL POLICY**

### **Suspicion-Based Testing**

The District may require any student to submit to a drug and/or alcohol test at the expense of the student's parent/guardian if there is reasonable suspicion that the student has or is using prohibited drugs and/or alcohol. Reasonable suspicion must be based on specific, contemporaneous physical, behavioral, or performance indicators of probable drug and/or alcohol use. The requirement of a drug and/or alcohol test is within the District's discretion and is not a prerequisite to administering punishment under this policy. Refusal to submit to the test will be considered a positive test, and disciplinary action will be taken accordingly. For additional details, see Board Policy JBCJD: Suspicion-Based Testing.

## **DRUG SCREENING POLICY—EXTRACURRICULAR ACTIVITIES**

All students in grades 7-12 participating in extracurricular activities will be subject to **random** screening for illegal drug use. Extracurricular activities include all athletics, cheerleaders, band (all areas), chorus, show choir, forensics (all areas), drama, and any program or group representing students involved in competition and/or after-school-related activities. Students involved in extracurricular activities and parent(s)/legal guardian(s) will be made aware of the drug testing process and the steps/consequences if a student tests positive. Every precaution will be taken to assure and maintain the accuracy and confidentiality of the test results, including the maintenance of a documented chain of specimen custody to ensure the identity and integrity of the sample throughout the collection and testing process.

## **EMERGENCY PROCEDURES**

### **Crisis Management Plan for Schools:**

Hattiesburg Public Schools has a Crisis Management Plan and procedures to safely manage a variety of emergency situations, from student accidents to inclement weather to nationwide emergency situations. Each situation will be handled in accordance with a specific template, with directions for teachers, principals, and other school personnel. The Crisis Management Plan is located at each principal's office.

### **Extreme Weather**

In the event of a severe weather alert, such as a tornado warning, issued by the U.S. Weather Bureau and local Civil Defense official, students will be detained under standard emergency procedures until it is safe to dismiss them unless they are picked up by their parents. Students will not be allowed to use the telephone during severe weather alerts, except in case of emergency. Parents and children should have prior agreements concerning transportation during extreme weather conditions. Official notice of emergency school cancellations will be aired over local television stations. These announcements will be released as soon as decisions can be made and may come as late as 6:30 a.m. If no announcement is broadcast, it may be assumed that the school is open.

### **Fire**

In case of fire or fire drills, students are to leave the building quickly and orderly and report to a designated place outside. Students are to remain in a class group until the all-clear signal is sounded. The signal for fire or fire drill is repeated three short rings of the bell or as specified and demonstrated at each school.

### **First Aid and Medication**

The District provides health care services for students, parents, staff, and the local community through a partnership with Southeast Mississippi Rural Health Initiative (SEMRHI).

Healthcare services are available by primary-care medical clinics located on the campus of Lillie Burney Learning Center, Burger Middle School, and Hattiesburg High School. The Clinics have exam rooms, a waiting room, and private counseling areas. A full-time nurse practitioner is on-site, and the support staff consists of a receptionist and a nurse. The clinic hours of operation are M-F, 7:30 a.m. to 4:30 pm.

The Clinic is open to students, staff, and the general public. Students of HPSD will be treated regardless of their ability to pay. SEMRHI will bill MEDICAID or private insurers but will not bill individual

students. There will be a Sliding Fee scale for HPSD staff and community members.

Each student in the district must provide a properly filled out Parental Consent Form and a Student Health History in order to receive treatment at the Clinic. These forms will be available at registration, along with brochures about the Clinic and Southeast Mississippi Rural Health Initiative. The District provides shuttle bus transportation to the clinic for non-emergency cases. For additional information about the Clinic, please find the ‘Clinic’ link on the District website or go to [www.semrhi.com](http://www.semrhi.com).

**STUDENT MEDICAL CARE**

School district employees shall not render medical care to students except for first aid. Parents/guardians shall be notified immediately by authorities should a student become ill or injured at school or school-sponsored activity so the parent/guardian may reassume control over the student. In the event of serious illness or injury and the parent/guardian cannot be contacted, school authorities shall seek professional medical care as determined appropriate to each situation. Such care shall be at the expense of the parent/guardian.

**STUDENT MEDICATION**

Over-the-counter medication will not be provided by school personnel. If required by a student during the school day, the student or parent will provide prescription medication to school personnel along with the school district form, which describes proper dispensing procedures. Prescription medication shall be provided or administered to a student by school personnel ONLY with the written request and consent of the student's parent/custodian/legal guardian, and in accordance with written directives signed by an authorized healthcare provider, in the original prescription container. The container should only contain the dosage prescribed for that day. Students will not possess or administer their medications at school, either prescription or over the counter, except for properly prescribed asthma inhalers or other devices authorized by state law or policy and have been coordinated with the school principal.

**Exclusion from School**

Section 41-79-21 of the MS Code requires that the principal or administrator notify the county health department after the third incident of head lice during a school year for a student and that the student obtain proof of treatment from the county health department to return to school.

A student who has an infectious or contagious disease known to be spread through casual contact shall be excluded from school until the danger of transmitting the infection or disease to other students has passed. The requirement for readmission will be a certificate from the Forrest County Health Department or the child’s physician. Below is a list of diseases or conditions for which a child should not attend school until the danger of communicability has passed.

<u>Illness</u>	<u>Return to School</u>
Chicken Pox . . . . .	7 days after eruption appears
German Measles . . . . .	4 days after onset of rash
Red Measles . . . . .	7 days after onset of rash
Mumps. . . . .	9 days after glands swell
Hepatitis . . . . .	Clearance by physician

Mononucleosis . . . . .	Clearance by physician
Conjunctivitis (Pink Eye). . . . .	Proper treatment
Impetigo. . . . .	Proper treatment
Pediculosis (lice) . . . . .	Proper treatment
Ringworm . . . . .	Proper treatment

SECTION 41-79-21, MISSISSIPPI CODE OF 1972, requires the principal to notify the county health department after the third incident of head lice during a school year for a student and that the student obtain proof of treatment from the county health department to return to school.

**Student Accident Insurance**

Even though the district makes every effort to provide a safe and accident-free environment, students may have accidents that can lead to expensive medical care. To assist parents with this eventuality, the school system offers and encourages the purchase of special student accident insurance offered on an optional basis. This insurance assists parents with medical-related expenses should an accident occur at school. Information explaining coverage will be sent home during the first month of school.

## **SECTION V. EXTRACURRICULAR ACTIVITIES**

Organized activities which comprise a portion of the general education program of the school for which no credit toward graduation is assigned are referred to as extracurricular. In most instances, these activities are directed under the guidance of teachers. Some of these activities do not require any funds for their operation. Others do require funds in varying amounts. These funds are derived from the sale of tickets, subscriptions, advertising, etc. Where funds are involved, a full system of accounting is employed.

Under this system, the advisor of each organization deposits all funds collected with the principal, who then issues a receipt to the advisor. The Hattiesburg Public School Business Office then issues checks upon receipt of requisitions signed by the treasurer and approved by the faculty advisor, Director of Student Activity, and principal. A separate account for each organization is maintained by the business office and audited annually.

### **CLUBS**

Student organizations shall be encouraged when they meet the simple criteria of contributing to learning rather than detracting from it. Such organizations will operate within the framework of the law, board policy, administrative regulations, and the parameters of the learning program. The building principal will develop general guidelines for student organizations, which shall include, but not be limited to, the following:

1. All clubs must have the approval of the principal.
2. All school clubs must have at least one member of the faculty as a sponsor/adviser.
3. Membership in subject area clubs shall be restricted to students enrolled in those subject areas.
4. A student may not hold membership in more than three clubs. A student may, however, hold office as a member of the student council or be a class officer in addition to having membership in three clubs.
5. Officers of any club must maintain at least a "C" average.
6. Club meetings and activities should be scheduled so as not to interfere with the school's instructional program.
7. Every pupil of the district will have equal educational opportunities regardless of race, color, creed, sex, handicap, religion or marital status.
8. No student shall be excluded on such basis from participating in or having access to any course offerings, athletics, counseling, employment assistance, and extra-curricular activities.

**Please reference Policy DK: Student Activities Fund Management for guidance pertaining to student activity funds.**

#### **National Honor Society**

Hattiesburg Chapter of the National Honor Society selection procedure follows the National Honor Society guidelines as outlined in the NHS Website ([http://www.nhs.us/s\\_nhs/](http://www.nhs.us/s_nhs/)). Students will be selected on the basis of their scholarship, service, leadership, and character. Students in Grades 7-12 with a grade point average of 93 at the end of the current semester meet the scholarship criterion and will be considered for membership. These students will receive applications. To receive membership, each candidate must attend an induction ceremony.

### **National Beta Club**

Membership in the National Beta Club is granted to students by the club. Students will be selected on the basis of scholarship, leadership, service, and character. Students with a grade point average of 90 at the end of the previous year or last semester will be eligible for membership.

### **General Clubs**

Club membership offers the students the opportunity to pursue their interests and talents, develop good character traits and personality, and stimulate growth through association with the group. See the grade-level counselor for a roster of available clubs.

### **Eligibility of Officers**

*See individual club rules and guidelines*

### **Secret Societies, Fraternities, and Sororities (To Include “Street Gangs”)**

Any organization which is not approved by the school administration, and which meets the definition of Mississippi Law relating to secret organizations or gangs is strictly prohibited in all forms. Violators are subject to suspension and/or expulsion from school, and other penalties prescribed by law.

## **ATHLETIC EVENTS**

In order for the Hattiesburg Public School District to abide by the rules and regulations as set forth by the Mississippi High School Activities Association, high standards of conduct must be maintained at all sporting events. Interscholastic athletics allows for the opportunity to engage in friendly competition with member schools. Sportsmanlike conduct must be displayed by all spectators. Therefore, spectators must refrain from the following:

1. Standing on the court or field; spectators will please remain in the stands.
2. Running or playing in or around concession/restroom areas
3. Possessing alcoholic beverages or controlled substances
4. Possessing bottles, cans, or glass containers
5. Using profane, vulgar, or obscene language
6. Throwing objects or using artificial noisemakers indoors
7. Students in grades PK-8 must be accompanied and supervised by a parent/guardian at all times.

Also, remember:

1. If you leave a game, you must pay to return.
2. All school rules and regulations apply during athletic events.
3. Violations may result in suspension from school and/or arrest.

When a student is assigned to the Alternative Center, he/she MAY NOT participate or attend any extracurricular activities within the school district, or trespass on any school property without proper authorization. Violators will be charged with trespassing, and no refunds will be paid.

## **ATHLETIC ELIGIBILITY**

To be eligible for senior high athletics (Grades 7-12), student-athletes must meet all requirements of the Mississippi High School Activities Association, including the following:

- A. A student must maintain a grade point average of at least a 2.0 or “C” average in order to participate in interscholastic sports/activities.
  - a. Grade point averages will be calculated at the conclusion of the first semester using the semester averages of all courses the student is taking. Students who do not have a 2.0 or “C” average for the first semester will be ineligible for the second semester.
  - b. 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.
- B. A student who does not have a grade point average of at least a 2.0 or “C” average, will be ineligible for fall semester.
- C. Earning a minimum of 5 units toward graduation each year
- D. Participating as a ninth grader for only one year
- E. Passing all enrolled classes as a senior if taking less than five for graduation

Credit from an accredited summer school can be considered in determining the athletic eligibility of students. Accredited correspondence courses may be accepted for establishing athletic eligibility, provided the course has been completed and recorded by the opening of school. A student who is not eligible at the beginning of the school year may become eligible in the second semester by passing five credits toward graduation the first semester with a 70 in each core subject.

### **CHEERLEADERS**

Students in Grades 7-12 interested in cheerleading may obtain applications from the principal’s office or designated location. Applications must be returned to the designated location at a date and time announced. Information regarding grade and citizenship requirements and the selection process will be attached to the application. Cheerleaders must meet all athletic eligibility requirements.

### **HOMECOMING COURT**

Early in the school year, students may qualify to run for the homecoming court by completing an application and petition. Application procedures and deadlines will be publicized in advance. Candidates shall rank at least a “B” average with no failing final grades for the previous school year. Candidates shall not have been suspended from school for the current school year or second semester of the previous school year and must have no more than three unexcused absences for the previous semester. See the homecoming form for specific criteria.

### **FUNDRAISING**

Student advertisements, posters, and handouts must be cleared through the principal’s office before being released, revealed, or given to other students. All fundraising activities must be approved by the principal. Principals may receive requests for solicitation of funds by schools or organizations. If the cause is worthy of consideration, the principal may approve the request. Based on state requirements governing student wellness, traditional processed snack foods may not be sold on school district property.

## **SECTION VI. GENERAL POLICIES**

### **Standardized Dress Policy**

Each student has the responsibility to dress appropriately for the school environment. Wearing apparel, hair, and general appearance shall not disrupt the classroom, be unusually provocative, or violate the health and safety rules of the school. Student dress and grooming follow the guidelines below.

#### **Minimum Dress Requirements**

1. Clothing must cover from the top of the shoulder and extend down to mid-thigh. No see-through or mesh garments.
2. Size-appropriate clothing is required; oversize clothing is prohibited.
3. Undergarments may not be exposed. Undershirts must be tucked in.
4. Hats, headbands, wave caps, bandanas, hairnets, and combs in the hair are not permitted
5. No gang-related, alcohol, tobacco, or drug-related writing/images on backpacks, shoes, or clothing
6. Pierced ears for earrings are acceptable. Other visible body piercing is not allowed
7. If belts, suspenders, or straps are worn, they shall be worn in place and fastened. “Sagging” or “low-riding” is prohibited
8. Sunglasses or shades may not be worn.
9. Students are prohibited from wearing additional “patches,” pins, tattoos, earrings, jewelry, or any other item that may be considered lewd, profane, obscene, vulgar, suggestive, distracting, or which may harass, threaten, intimidate, or demean other groups; or which display illegal merchandise or contraband; or any item which may distract from the educational process. Gold or silver grills may not be worn to school.
10. Backpacks (Grades 6-12): Mesh and/or clear plastic backpacks ONLY; handbags/purses must not exceed 8½ inches x 11 inches (standard notebook paper)

#### **Tops**

1. Shirts: Solid purple, solid gold, solid navy blue, or solid white collared shirts only.
2. Sweatshirts/sweaters/vests (without Zippers): purple, gold, navy blue, or white. Approved Hattiesburg Public Schools team jerseys, warm-ups, spirit t-shirts, or sweatshirts may be worn on specific days as indicated below or as designated by the principal.
  - a. Grades PK-5 Fridays only & Grades 6-12 may wear approved spirit shirts daily
3. Shirts are to be tucked into pants, skirts, shorts, and skorts
4. Coats/Jackets/Sweater (with Zippers/buttons) must conform to the minimum dress requirements.

#### **Bottoms**

1. Pants/shorts/skirts/skorts: Khaki, Black or Navy Blue – or Denim jeans (shades of blue or black)
2. If a belt loop exists on clothing, a belt should be worn.
3. No sweatpants, zip-off, low riders, leggings, jeggings, tights, or joggers.
4. All bottoms must come at least to the knees, but no shorter than mid-thigh.

#### **Shoes**

1. Closed-toe and heel shoes (no slides or slippers) must be worn at all times and should be safe for the school environment.

The principal may designate certain days during the year as “Free Dress” days, and students will not have to wear uniforms on those days only. Students who fail to adhere to the dress code policy will face



disciplinary consequences. If you have questions or concerns about the appropriateness of attire, please contact your child's principal.

**Principal shall have the final decision about the appropriateness of the style, type, or fashion of student clothing and appearance.**

### **Physical Education Dress Code/Dance Class Dress Code**

Students enrolled in dance classes must dress appropriately as directed by the instructor. Likewise, students enrolled in physical education classes must dress out as directed by their instructor.

## **PREGNANCY**

To prevent the loss of credits, pregnant students may elect to continue in the regular program. As soon as pregnancy is confirmed, the pregnant student is required to notify the principal's office by presenting a doctor's note stating the expected due date and the anticipated beginning date of extended absence from school. It is the student's responsibility to obtain from and return all materials to the counselor's office weekly. The pregnant student is encouraged to notify the counselor of the school for additional assistance.

## **DRIVER'S LICENSE**

Driver's license applicants under 18 years of age must obtain verification of school attendance from their principals each year. Requests for verification should be made at least two school days in advance. (MS Code 63-2-20).

## **PERSONAL PROPERTY**

The Hattiesburg Public School District does not assume responsibility for the theft or damage to personal property brought onto school property. **If personal property is confiscated as contraband by school personnel (cell phones, for example), that property will be safely stored by school administrators taking reasonable precautions against theft or damage.**

## **NAMES IN SCHOOL PUBLICATIONS (DIRECTORY INFORMATION)**

The Family Educational Rights and Privacy Act (FERPA) gives parents certain rights with respect to their children's educational records, including directory information. Directory information means information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student's name, photograph, date of birth, major field of study, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, and the most recent educational agency or institution attended.

Unless the parent or guardian notifies the Hattiesburg Public Schools otherwise within five days after notification by receipt of the Handbook and Code of Conduct for Students and Parents, consent is implied

for the Hattiesburg Public Schools to release directory information. For additional information, see the Student Directory Information Denial Form contained in this handbook.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

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

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school. Please see the "Notice for Directory Information" at the back of this Handbook.

### **INTERVIEWS/RELEASES**

Except for law enforcement officers, youth court, or the Department of Human Services personnel, no student may be interviewed without permission of a parent or guardian. Parents wishing to talk to their child at school should call the principal's office in advance. Student release to individuals other than parents or legal guardians is contingent on written permission from the parents or guardians.

## **SCHOOL VISITATION**

This district is committed to providing an uninterrupted learning environment for all students. Students may not have visitors accompany them as guests to school or class. Students from one campus may not visit another campus while classes are in session.

Any person desiring to visit a school must report to the principal's office for clearance upon arrival at the school. To preserve the learning environment, deliveries of non-essential items to students at school are prohibited at any time. This includes, but is not limited to, cards, flowers, balloons, presents, etc. This rule applies throughout the school year—no exceptions will be made for holidays, birthdays, or other occasions which should be celebrated during non-school hours.

## **TITLE I – FAMILY AND COMMUNITY ENGAGEMENT**

Hattiesburg Public Schools Board of Trustees endorse the parent involvement goals of Title I and encourages the regular participation of parents of Title I eligible children in all aspects of the program. The education of children is viewed as a cooperative effort among the parents, school, and community. In this policy, the word "parent" also includes guardians and other family members involved in supervising the child's education. The district's Family and Community Engagement policy is available in Section L of the Board Policy Manual. Each school has its Title I Family and Community Engagement Policy.

## **FOOD SERVICES**

The food services program is operated under the direction of the Board of Trustees. This program is an integral part of the total educational program and is governed by the same principles and control as any other school services. The food service program offers every student a balanced lunch that provides at least one-third of the daily nutrition requirements and sufficient time to eat.

1. All food is to be consumed in the dining hall, whether served in the cafeteria or brought from home. Exceptions approved by the principal.
2. Foods and beverages available in the lunchroom shall be only those which contribute to the nutritional needs of the student and the development of desirable food habits. Beverages other than milk or fruit juice shall not be consumed in the dining area during the lunch period.
3. Breakfast is offered at each school site during designated times only. Late breakfast is only for students who arrive on late buses.
4. No one except employees shall be admitted to the kitchen during preparation and servicing hours except service, delivery, and other persons essential to the operation of the cafeteria.
5. Commercially prepared food items are not to be consumed in the cafeteria nor delivered to the school.

## **GUIDANCE/COUNSELING**

Our goal is to help students profit as much as possible from their school program experiences and to assist them in planning for employment or further educational study after completing this school program. Principals, teachers, guidance counselors, occupational counselors, and mental health counselors are available to discuss with students and/or their parents any problems or questions that arise and are relative to student life.

The school invites each parent to contact the teachers or counselors when help is needed. Teachers are available after school most days for conferences with students or parents. Teachers can be reached by contacting the principal's office. All students are assigned to a guidance counselor to assist students and their parents in planning the secondary school program of study and adjusting to various school activities.

Occupational counseling is provided to those students enrolled in vocational programs. In addition, additional services such as interest/abilities assessments, career awareness, employability skills, transitional skills, etc., are provided.

**Guidance counselors may help students to:**

1. Select a program of study.
2. Participate fully in school programs.
3. Identify abilities, interests, and special aptitudes by using standardized tests and other sources of information.
4. Improve social and academic adjustments.
5. Maintain good attendance at school.
6. Outline programs of study in secondary schools.
7. Obtain information on college entrance requirements, available scholarships, and other financial aid.
8. Obtain information about vocational and technical schools.

Counselors should be contacted at the school, and arrangements made for a conference whenever desired or necessary. The counseling office is open during normal school hours.

### **LIBRARY**

Use of the school library is important for students to form valuable habits in reading for pleasure and utilizing library resources for academic research. Libraries are open before and after school to allow students to make use of its facilities. All books taken from the library must be checked out at the circulation desk. Reference books may not be taken from the library. Books marked "overnight" may be checked out the last period of the day and returned the next morning before school or during first period. All other books may be checked out for two weeks. Overdue fines will be 10 cents a day for overnight books and 5 cents a day for others. Students should check the due date in the book and be responsible for returning books on time. Report cards will be held until fines are cleared. The secondary libraries are equipped with Internet capabilities for student use before, during, and after school. The Acceptable Use Policy (AUP) must be signed and on file prior to using computers.

### **PTA**

The PTA will meet regularly during the year. All parents are urged to demonstrate their support for the school and their children by attending PTA meetings and supporting its activities.

### **TEXTBOOKS**

Textbooks are provided by the district. Textbooks are issued at the beginning of the school year and

returned at the end of the school year. Parents must sign a book card, assuming full responsibility for the books and their proper care until they have been returned to the school. Students should see that their books are covered and that they are not abused. A mandatory fine will be charged for any damage to the books. Charges for lost books will be adjusted based on age and condition. Book fines must be cleared before report cards can be issued. Students who fail to clear fines at the end of the year will not be allowed to enroll in the fall until the fines have been cleared.

### **DISTRICT ISSUED TECHNOLOGY**

The District Issued Technology must be returned to the HPSD immediately upon request by the HPSD school officials. In the event of damage, and if the determination is that it was the student’s fault, the following repair/replacement fines may be imposed as a minimum and may exceed this if the actual repair cost is higher.

<b>Loss, Damage, or Neglect</b>	<b>Estimated Repair/Replacement</b>
Broken Screen or keyboard	\$50.00
Power Adapter/Cord	\$25.00
Lost, stolen, replacement due to irreparable damage	<ul style="list-style-type: none"> <li>• Less than 1-year-old full replacement cost</li> <li>• 1 year up to 2 years old 70% of replacement cost</li> <li>• 2 years up to 3 years old 50% of replacement cost</li> <li>• 3 years up to 5 years old 30% of replacement cost</li> </ul>
Irreparable damage as a result of irresponsible behavior	Full replacement cost

### **TRANSPORTATION**

School transportation is available to students who live more than one mile from their school. Participating students will be given school bus rules and regulations at the beginning of the school year. Student cooperation is imperative. **Students who do not conduct themselves properly as outlined in the rules and regulations will not be allowed to ride the bus.** Misbehavior on the bus can also result in suspension from school or other disciplinary action. School bus drivers are responsible to the school district to maintain student order and ensuring maximum safety at all times. Therefore, they are authorized to instruct and control students regarding conduct and safety while on the bus. The school principal will be responsible for disciplinary action regarding students reported to him/her by the driver. Questions and inquiries regarding discipline should be directed to the school principal. Questions and inquiries regarding stops, routes, and student eligibility should be directed to the Department of Transportation at 601-583-2857.

### **TELEPHONE**

School telephones are for business use only. Students may use the telephone only in cases of emergency.

Office personnel will receive and deliver urgent/emergency messages from parents to students during school hours. Students may not be called from classes to answer the telephone except in an emergency.

### **USE OF SCHOOL BUILDING**

Students may not use school buildings and other school facilities unless the principal has given permission. Request for the use of the building is accomplished through the Maintenance Department.

### **SUPERVISION HOURS**

In the interest of safety, students must not arrive on school grounds before the designated time of supervision, as determined by each principal. When students are dismissed from school at the end of the day, they must leave the building and grounds immediately. School personnel will communicate or conference with parents should circumstances arise where students are repeatedly brought to school too early or are not picked up after school on time. If the incidents continue, school personnel may notify local police or child welfare authorities to investigate possible child neglect.

Student Pickup (Car Riders) - Each principal will provide parents with plans specific to the school and its local traffic pattern for the pickup of car riders. These plans must be followed for the safety and convenience of all. In addition, school personnel may require positive identification, to include a government-issued picture ID for student checkout or pickup.

### **Length of School Day**

	Breakfast	Start Time	Dismissal
Burger Middle School	7:00-7:20	7:20	2:45
STEAM Academy	7:00-7:25	7:25	2:40
Lillie Burney Learning Center	7:20	7:30	2:35
Hawkins Elementary	7:20	8:00	3:00
Grace Christian Elementary	7:20	8:00	3:00
Rowan Elementary	7:20	8:00	3:00
Thames Elementary	7:20	8:00	3:00
Woodley Elementary	7:20	8:00	3:00
Hattiesburg High	8:00	8:30	3:55

**Note: 60% Day dismissal times are as follows:**

- |   |            |
|---|------------|
| ● Lillie Burney                                       | 11:10 a.m. |
| ● STEAM & N.R. Burger                                 | 11:15 a.m. |
| ● Rowan, Thames, Hawkins, Woodley and Grace Christian | 11:55 a.m. |
| ● Hattiesburg High School                             | 12:35 p.m. |

**STUDENT PARKING (HHS ONLY):**

Student parking is a privilege extended to students who arrive promptly to school and do not abuse school parking privileges. Permission to drive to and/or park a private vehicle at school may be revoked if the student abuses this privilege.

Student must park in the designated parking area(s) for students. Student vehicles are required to have a parking decal to be parked on campus. Decals must be attached to the rearview mirror. Decals will be purchased for \$10 per year from the principal's office. Vehicles without decals or improperly parked may be towed and impounded. Vehicles, after being parked at the school, should not be attended to or occupied during the school day without permission from the principal. Automobiles may be inspected by the school and/or law enforcement officials. (*See Search and Seizure*) The Hattiesburg Public School district does not assume any responsibility for damage to cars or theft. (*See Personal Property*). Students may not drive a private vehicle to Burger Middle School.

## SECTION VII. CODE OF STUDENT CONDUCT

**Section I: Legal Basis.** The legal basis for providing a Code of Student Conduct is Section 37-11-55 of the Mississippi Code, which serves as the basis for the District Policy of the same name. Key topics:

- Disciplinary actions and grounds for implementation
- Rights and responsibilities of students
- Policies and procedures recognizing the authority of teachers and administrators
- Policies and procedures for removal of disruptive students
- Behavior modification plans
- Gang-related activities

**Section II: Parental Responsibility.** The support of parents is critical to the success of students in school and is even more important in areas of student discipline. Please note the summary of parent responsibilities outlined below.

From MS Code 37-11-53.

- 1) Parents, guardians, or custodians of such student shall sign a statement verifying that they have been given notice of the discipline policies of their respective school district.
- 2) Discipline plans of school districts shall include:
  - a) A parent shall be responsible financially for his or her minor child's destructive acts against school property or persons;
  - b) A parent may be requested to appear at school by an appropriate school official for a conference regarding acts of the child (c) Any parent who refuses or fails to attend such discipline conference may be summoned by proper notification by the superintendent of schools and be required to attend such discipline conference; and
  - c) A parent shall be responsible for any criminal fines brought against such student for unlawful activity.
- 3) Any parent who (a) fails to attend a discipline conference or (b) fails to perform any other duties imposed upon him or her under the provisions of this section shall be guilty of a misdemeanor and fined two hundred fifty dollars (\$250.00).
- 4) Any school district shall be entitled to recover damages plus necessary court costs from the parents of any minor who damages or destroys property belonging to such school district.
- 5) A school district's discipline plan may provide that as an alternative to suspension, a student may remain in school by having the parent, guardian or custodian, attend class with the student for a period of time specifically agreed upon by the reporting teacher and school principal.

**The responsibility for a student's conduct rests with the parent or legal guardian and the student himself/herself. The principal has the authority to administer any disciplinary action approved by the Hattiesburg School Board of Trustees to ensure the safety and well-being of all students.**

All students will be required at the beginning of each year to sign a contract addressing academic performance, inadequate attendance, and negative behavior that will cause them to incur disciplinary actions or lose various privileges. In addition, the contract with seniors will address their privileges of attending and/or participating in activities including but not limited to prom, graduation ceremony, daily



senior early release, and end of the year senior release days for graduation prep.

**When school personnel have any knowledge of unlawful activity on school property or at a school-related activity, they are required to report the act to the appropriate law enforcement agency.**

**Section III: Multi-Tiered Systems of Support.** All behavioral interventions in the Hattiesburg Public Schools are based on the Multi-Tiered Intervention System, as approved by the local and state Boards of Education. Hattiesburg Public Schools shall require an instructional model designed to meet the needs of every student. The model shall be based on MS School Board Policy and guidance from the Mississippi Department of Education and will consist of three tiers of instruction. All behavioral interventions in the Hattiesburg Public Schools are based on the Three Tier Intervention System, as approved by the local and state Boards of Education. School Board Policy IEF (Three-Tier Intervention System) is reproduced below:

1. Hattiesburg Public Schools shall require an instructional model designed to meet the needs of every student. The model shall be based on MS School Board Policy and guidance from the Mississippi Department of Education and will consist of three tiers of instruction.
  - a. Tier I: All students receive universal interventions. School-wide Positive Behavior Support Quality classroom instruction based on MS College and Career Standards.
  - b. Tier II: Some students receive targeted interventions and focused supplemental instruction.
  - c. Tier III: Few students will receive Intensive Positive Behavior Support; Intensive interventions specifically designed to meet the individual needs of students
2. Teachers should use behavior monitoring tools as progress monitoring information to:
  - a. determine if students are making adequate progress;
  - b. identify students as soon as they show signs of distress or begin to fall behind;
  - c. create interventions to modify behavior instruction early enough to ensure every student gains the instructional knowledge needed for success. Monitoring of student progress is an ongoing process that may be measured throughout the school year.
3. If strategies at Tiers I & II are unsuccessful, students must be referred to the Teacher Support Team. The TST is the problem-solving unit responsible for interventions developed at Tier III. Each school must have a Teacher Support Team (TST) implemented in accordance with the process developed by the Mississippi Department of Education. The chairperson of the TST shall be the school principal as the school's instructional leader or the principal's designee. The designee should not be an individual whose primary responsibility is special education.

**Section IV: Behavioral Interventions.** The Hattiesburg Public Schools is making every effort to ensure that our students are afforded the opportunity to excel behaviorally in the classrooms. We believe that encouraging positive behavior, treating students with compassion and respect, and communicating our behavioral expectations will help to foster an environment conducive for learning.

(Positive Behavior Initiatives). Teachers, administrators, and staff are continuing with professional development sessions designed to improve their relations with students and families. Parents have the right to expect that their children will be accorded a rigorous education, a caring environment, and that each child will be valued as an individual. Throughout the district, we are implementing a system of positive behavioral management programs designed to enhance desired behaviors and thus reduce student

discipline problems.

**Section V: *Discipline Policies.*** The superintendent and principal of a school shall have the power to suspend a pupil for good cause, including misconduct in the school or on school property, as defined in Section 37-11-29, on the road to and from school, or at any school-related activity or event, or for conduct occurring on property other than school property or other than at a school-related activity or event when such conduct by a pupil, in the determination of the superintendent or principal, renders that pupil's presence in the classroom disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, or for any reason for which such pupil might be suspended, dismissed, or expelled by the School Board under state or federal law or any rule, regulation or policy of the local school district.

The disciplinary philosophy of the Hattiesburg Public Schools supports the teacher's right to teach and the student's right to learn. Behavior that stops the teacher from teaching and/or any student from learning is discouraged and will not be tolerated. We recognize that maintaining effective discipline and safety on buses, in classrooms, on campuses, and at school-related activities is a shared responsibility of parents, students, and school personnel.

The assistance of parents is needed in the following ways:

1. Review discipline policies with your children to make sure they understand them, and the conditions set forth.
2. Know where your children are, what they are doing, and with whom they are associating.
3. Take action against anyone who commits offenses against your child, and support action by school, police, and court officials in dealing with offenders.
4. Respond promptly to requests for conferences.

Teachers will provide students and parents with a list of rules and consequences, both positive and negative, used in their classrooms. When a student chooses to break the rules and is referred to the office, disciplinary action will be taken according to the following prescribed steps:

Based on the severity of the offense, the administrator has the authority to modify consequences.

**Parent Contact is expected at all levels; Referral to a Counselor or conference may be used instead of a disciplinary consequence**

## **DISCIPLINE/DETENTION**

### **In-School Tutorial**

At the principal's discretion, a student may be placed in In-School Tutorial, a program designated to keep students working productively at school while being restricted under disciplinary measures. The IST program is designated to minimize nonproductive behaviors and act as an alternative to home suspension. Students will be assigned to the IST classroom located on each campus. During the time in the IST program room, a student is separated from the normal school setting. Re-entry into the regular school program is based on personal performance and meeting the specific requirements of the IST program.

### **Before or After School Detention**

Any student duly informed by the teacher(s) to remain after school or report before school for disciplinary action is expected to be present. If emergencies exist requiring a change, the teacher will make the final decision. Failure to report will result in appropriate disciplinary action, including possible suspension. Students remaining at school after regular hours, either before or after school, whether for completing makeup or extra work or as a disciplinary action, must be under the teacher's supervision.

Detentions may be held during other times as designated by the building administrator. The building administrator will determine the amount of time assigned. Failure to report to detention may result in IST.

### **ALTERNATIVES TO SUSPENSION**

As an alternative to suspension, a student may remain in school by having the parent/legal guardian, with the consent of the student's teacher(s), attend class with the student for a period of time specifically agreed upon by the reporting teacher(s) and school principal. **If the parent/legal guardian does not agree to attend class with the student or fails to attend class with the student, the student shall be suspended following the code of student conduct and discipline policies of the Hattiesburg Public Schools**

### **DISCIPLINE LADDER**

When a student misbehaves and/or demonstrates unacceptable behavior on school grounds or at a school event, the student may be placed on the Discipline Ladder. The discipline ladder does not reflect a step-to-step approach. In other words, if a student commits a very serious infraction (e.g., making a bomb threat) and the student has not committed any other offenses during the year, the student will not begin at Step 1. In accordance with the step assignments listed herein, that student will be placed on the ladder at Steps 5-6.

Further, the discipline ladder is a guide. Administrators have the discretion to use their professional judgment in the management of discipline based on the circumstances. A student will be subject to one or more of the alternatives at each step based on the circumstances of the offense. Administrators have discretion as to when students will be placed on the discipline ladder. In some situations, it is appropriate to use pre-entry warnings that may include a conference with the student, contact with the parent/guardian, written warning, or other communications that let the student and/or parent know that the student's behavior is approaching a level that will result in the student being placed upon the ladder. This pre-entry phase is not required.

#### **Level 1**

1. Contact parent/legal guardian
2. Student Conference
3. Partial or one (1) day assignment to In-School Tutorial(IST) OR
4. Saturday school assignment OR

5. Up to three (3) days detention (before, during, or after school) or loss of privileges/performance of school service up to three (3) OR
6. Overnight Suspension (**STUDENT MUST RETURN WITH PARENT BEFORE RE-ENTRY**)
7. Removal from the ladder after 5 school days with no additional referrals

#### **Level 2**

1. Contact parent/legal guardian
2. Student Conference
3. Up to three (3) days (IST) OR One (1) day OSS
4. Up to five (5) days detention (before, during, or after school) OR
5. Removal from the ladder after 10 school days with no additional referrals

#### **Level 3**

1. Contact parent/legal guardian (conduct phone or personal conference)
2. Student Conference
3. Three (3) days of IST or two (2) days of OSS or any combination of IST/ OSS
4. Removal from the ladder after 15 school days with no additional referrals

#### **Level 4**

1. Contact parent/legal guardian (conduct phone or personal conference)
2. Student Conference
3. Any combination of IST/OSS equal to three (3) to five (5) days
4. Prohibited from attending school activities for 20 school days
5. Removal from the ladder after 20 school days with no additional referrals

#### **Level 5**

1. Contact parent/legal guardian (personal conference)
2. Student Conference
3. Five (5) to nine (9) days OSS OR Any combination of IST/OSS equal to five (5) days to nine (9) days
4. Possible recommendation for expulsion/re-assignment
5. Prohibited from attending school activities for 30 school days
6. Removal from the ladder after 30 school days with no additional referrals

#### **Level 6**

1. Contact parent/legal guardian (personal conference)
2. Student Conference
3. Nine (9) days OSS
4. Automatic recommendation for expulsion
5. Prohibited from attending school activities for the duration of the expulsion

Students classified as **habitual** may be referred to the Superintendent for consideration for placement at the Alternative Center.

<b>Behavior (Not all Inclusive)</b>	<b>Step</b>
Arrest For Crime Off School Property (See page 88)	5-6
Assault Against A Student (criminal)	5-6
Assault Against School Personnel (criminal)	5-6
Bomb Threat	5-6
Bullying	1-4
Bus Misconduct	*see bus discipline
Cell phone policy	1-2
Cheating/plagiarism/forgery	1-3
Cutting Class	1-2
Defacing/destruction of property under \$500	1-5
Defiance	1-4
Disruption (Campus)	1-4
Disruption (Classroom)	1-4
Disruptive behavior without injuries	2-4
Dress code violation	1-3
Electronic device violation	1-3
Excessive excused tardies to school/early release	1-2
Failure to report to detention	1-2
False fire alarm, false ID	2-5
Fight (Major)	4-6
Gang Related Activities (3 Or More Students)	3-6
Harassing, bullying, or threatening other students, faculty, or staff (non-criminal)	1-4
Hazing	1-5
Horseplaying	1-4
Improper use of Internet-network or equipment	1-3
Instigation/participation in a verbal confrontation	1-4

IST misbehavior	1-4
Leaving classroom without permission	1-4
Leaving school without permission or failing to report to class	1-4
Making False accusations/reports	1-3
Open defiance	1-4
Other as designated by administrator	1-6
Participates in push/shove confrontation	2-4
Participates in serious verbal altercation	1-4
Possession of flammable materials, fireworks, etc.	1-4
Possession of tobacco, e-cigarettes, or paraphernalia	3-5
Possession of unauthorized or inappropriate objects	1-4
Possession, distribution, or sharing of obscene content	1-4
Possession/posting/distribution of unauthorized materials	1-4
Posturing/Instigating a fight	1-4
Profanity (against school personnel)	1-4
Profanity/Vulgarity (toward student)	1-3
Repeat violation of school rules	2-5
Sexual Harassment or misconduct	3-5
Theft under \$500	1-5
Throwing objects	1-3
Trespassing	1-5
Unauthorized use, sale, transfer, or possession of non-prescription drugs	1-5
Unauthorized photo/video or posting to social media leading to school disturbance.	1-4
Under the Influence of an Unauthorized Substance	1-5
Unexcused tardies/Skipping	1-2
Use of tobacco products	1-3
Use, sale, possession, or transfer of alcohol, narcotics, illegal drugs, or paraphernalia	5-6

Vandalism and/or destruction of school property	3-6
Weapon Possession	6

**\*“Fight,” for purposes of this Code of Conduct, means that the student is participating in a physical altercation with another person, and is intent on causing bodily harm; assaults or attempts to assault another person; is participating with gang-related motives; and/or has malicious intent. The school principal will make the final determination of whether an episode will be categorized as a fight under the terms of this paragraph.**

### DISCIPLINE CONFERENCE

- (1) A parent/legal guardian of a compulsory-school-age child enrolled in Hattiesburg Public Schools may be required to appear at school by the school attendance officer or an appropriate school official for a disciplinary conference regarding acts of the student.
- (2) A parent/legal guardian of a compulsory-school-age child enrolled in Hattiesburg Public Schools who refuses or willfully fails to attend a disciplinary conference may be summoned by the Superintendent or the school attendance officer and may be required to attend a discipline conference.
- (3) A parent/legal guardian of a compulsory-school-age child enrolled in Hattiesburg Public Schools who refuses or willfully fails to attend a discipline conference shall be guilty of a misdemeanor and upon conviction, shall be fined not to exceed \$250.00.

Legal Reference: 37-11-53, Mississippi Code of 1972, As Amended Senate Bill 2239, 2001 Regular Session

### BUS DISCIPLINE LADDER STEP/CONSEQUENCES FOR STUDENT BEHAVIORS REFERRED TO THE PRINCIPAL’S OFFICE

School bus drivers are required to observe state laws and numerous regulations to safeguard the lives of the students in transport. Bus drivers are in charge of the students riding their buses. The law gives the bus drivers the authority to keep order on their buses and holds them responsible. The school bus and the school bus stop are an extension of the school, and all rules and regulations concerning student behavior are applicable. Public school transportation is **a privilege and not a right**, and certain behaviors are expected of students who participate in the school transportation program. The law also requires that “students who behave may ride.” **Students who continually misbehave on the school bus are subject to being deprived of the privilege to ride the school bus during the morning, afternoon, and/or both morning and afternoon routes at the discretion of the school administration.** Bus discipline rules and disciplinary action(s) apply to regular routes, field trips, athletic activities, and any other transports during which students are riding Hattiesburg Public School District buses or any other district-provided transportation (MS Codes 37-9-69, 37-41-1, 37-41-2, 37-7-301).

**Minor offenses include, but are not limited to, the following:**

- Out of assigned seat
- Playing loud music or yelling
- Defiance, disrespect; insubordination
- Profanity to another student (s) (1st offense only)

- Unauthorized photo/video or posting to social media leading to school disturbance.
- Other as designated by administrator

**Minor Offense Discipline Ladder\***

- 1st Minor offense      parent contact
- 2nd Minor offense      parent conference/contact prior to the student returning on the bus
- 3rd minor offense      1 day off bus
- 4th minor offense      1-3 days off bus
- 5th minor offense      3-5 days off bus

**Intermediate Offenses include, but are not limited to the following:**

- Shoving/pushing/hitting (no injury) Grades K-5
- Riding the wrong bus without school permission
- Disruptive behavior/throwing objects
- Defacing/destruction of property (under \$500)
- Bullying, threatening, or intimidating
- Profanity against school personnel
- Other as designated by administrator

**Intermediate Offense Discipline Ladder**

- 1st intermediate offense      1-3 days off bus
- 2nd intermediate offense      3-5 days off bus
- 3rd intermediate offense      6-10 days off bus
- 4th intermediate offense      11-15 days off bus
- 5th intermediate offense      15-20 days off bus

**Major Offenses include, but is not limited to the following:**

- Shoving/pushing/hitting (no injury) Grades 6-12
- Instigating fight, fighting, or bus disturbance that threatens the safety of any rider
- Serious threat, harassment, bullying of staff or students
- Off-Campus (to include bus stops and bus exchange stops) criminal activity or conduct that causes disruption
- Possession or transfer of drugs or weapons
- Other as designated by administrator

**Major Offense Discipline Ladder**

- 1st major offense      5-10 days off the bus/off bus equivalent to Campus Discipline Ladder
- 2nd major offense      10-20 days off the bus/off bus equivalent to Campus Discipline Ladder
- 3rd major offense      Removal of bus privileges for up to 45 days

Note: Any disciplinary action may be increased at the discretion of the local school administrator and subject to review in accordance with established student due process procedures. Students may also be suspended from school for offense(s) committed on the school bus.



## **DAMAGES TO SCHOOL PROPERTY**

1. A parent/legal guardian of a compulsory-school-age child enrolled in the Hattiesburg Public Schools may be requested to appear at school by the school attendance officer or an appropriate school official for a disciplinary conference regarding acts of the student.
2. A parent/legal guardian of a compulsory-school-age child enrolled in the Hattiesburg Public Schools shall be responsible for any criminal fines brought against such students for unlawful activity occurring on school grounds or buses.
3. The Hattiesburg School District shall be entitled to recover damages in an amount not to exceed twenty thousand dollars (\$20,000), plus necessary court costs, from parents of any minor child under the age of eighteen (18) years and over the age of six (6) years, who maliciously and willfully damages or destroys property belonging to Hattiesburg Public Schools. However, this shall not apply to parents whose parental control of such child has been removed by court order or decree. Students who destroy property may also be referred to the Alternative **Education** Center.

Legal Reference: 37-11-53, Mississippi Code of 1972, As Amended Senate Bill 2239, 2001 Regular Session

### **HAZING**

Hazing is defined as any act that is physically or mentally abusive, degrading, or causes personal indignity to any student, faculty member, or employee. In addition, hazing includes doing any act or coercing another, including the victim, to do any act of initiation into any organization that causes or creates a substantial risk of causing mental or physical harm to any person. It is normally associated with new members of a club or organization proving their “worth” to become members.

Activity of this nature is inconsistent with the educational process and the mission statement of Hattiesburg Public Schools, and such activities are prohibited at all times. No administrator, faculty member, or any other employee of this school shall encourage, condone, tolerate, or recklessly permit the hazing of any person. No student shall encourage or engage in the hazing of any person. If hazing or planned hazing is discovered by an administrator, faculty member, or employee, he/she will make reasonable attempts to prevent it, including but not limited to, informing all involved students of the prohibition against hazing contained in this policy and requiring the students to cease all hazing immediately. ALL hazing incidents shall be reported to the principal immediately.

Anyone who participates, encourages, condones, tolerates, or recklessly permits the hazing of any person may be subject to disciplinary action, and may be liable for civil and criminal penalties per Mississippi law. The negligence, consent, or assumption of the risk of any individual subjected to hazing does not lessen the prohibition contained in the policy. Hazing will not be tolerated on any public school property or school-related function, including school buses or school trips.

### **BULLYING**

§ 37-11-67. Bullying or harassing behavior in public schools prohibited

*(1) As used in this section and Section 37-11-69, "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 reasonably perceived as being motivated by any actual or perceived differentiating characteristic, that takes place on school property, at any school-sponsored function, or on a school bus, and 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 educational performance, opportunities or benefits. For purposes of this section, "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior, and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior.*

*(2) No student or school employee shall be subjected to bullying or harassing behavior by school employees or students.*

*(3) No person shall engage in any act of reprisal or retaliation against a victim, witness, or a person with reliable information about an act of bullying or harassing behavior.*

*(4) A school employee who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying or harassing behavior shall report the incident to the appropriate school official.*

*(5) A student or volunteer who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying or harassing behavior should report the incident to the appropriate school official.*

Bullying can be in the form of verbal, physical, or psychological attacks, such as taunting, teasing, ridiculing, picking on, gossiping about, name-calling, or any other forms of behavior that are intended to degrade, humiliate, or ridicule another person. Bullying is harmful to victims and is very detrimental to maintaining a safe and orderly learning environment at school. Bullying is prohibited in any form, including physical, verbal, written, or electronic. Bullying should be reported to school staff and will be dealt with as a serious disciplinary issue.

Students who are complicit in or commit bullying for the third offense will be referred to the alternative education center for not less than 20 days.

## What is Bullying vs. Conflict?

	<b>Conflict</b>	<b>Rudeness</b>	<b>Being Mean</b>	<b>Bullying</b>
<b>Definition</b>	A disagreement or argument in which both parties express their views.	Unintentional inconsiderate or impolite behavior.	Intentional actions or words that hurt someone else.	Repeated aggressive behavior intended to hurt or control another individual.
<b>Intent</b>	Typically no intent to harm; both parties are equally involved.	Often unintentional and without malicious intent.	Intentional but not necessarily repetitive or targeting.	Intentional and repetitive with a power imbalance.
<b>Power Balance</b>	Equal power; both parties have the ability to influence the outcome.	Not related to power dynamics; more about social etiquette.	May involve a temporary power imbalance.	Clear power imbalance where the bully holds more power over the victim.
<b>Frequency</b>	Can be occasional and situational.	Can happen occasionally but not repeatedly.	Can be occasional or situational.	Happens repeatedly and is often a pattern of behavior.
<b>Resolution</b>	Usually resolved through communication, negotiation, or mediation.	Often resolved through awareness and improved manners.	Can be resolved through apologies and changes in behavior.	Requires intervention, support for the victim, and addressing the behavior of the bully.

### Additional Notes:

- **Conflict:** Involves a situation where both parties are actively engaged in a disagreement but are generally on equal footing.
- **Rudeness:** Involves behavior that may be socially inappropriate or inconsiderate but is not meant to cause harm.
- **Being Mean:** Involves intentional actions or words meant to hurt someone else but may not be a repeated or systematic pattern.
- **Bullying:** Involves a deliberate and repeated intention to cause harm or distress to another individual, characterized by a power imbalance.

### Gangs or Groups, to include fraternities, sororities, etc.:

No student shall represent, recruit, or promote any activity, organization, group, or club without direct permission from the building principal. An organization, group, or club is defined as two or more people. This includes, but is not limited to, dance groups, church groups, mentoring groups, and junior Greek Organizations.

This school district is committed to maintaining a safe school environment for its students and staff. Students are expected to adhere to the school's and district's standards of conduct that promote well-being and support the learning process. Therefore, gang activity will not be tolerated in any form. Where gang activity is suspected or confirmed, a complaint will be filed under the "Mississippi Street Gang Act" (MS Code §97-44-1 through 97-44-19 and School Board Policy JCED).

A student(s) will not be allowed to initiate or become involved in activities or conduct which threatens the safety and well-being of others or property on school premises or which disrupts or threatens to disrupt the school environment. In addition, the use of words or symbols that tend to disrupt the school environment or to encourage violations of school policy or which threaten the safety and well-being of others on the school premises will not be allowed.

An individual or individuals who are initiating, advocating, or promoting activities that threaten the safety or well-being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, presents a clear and present danger. This is contrary to the school environment and educational objectives and creates an atmosphere where unlawful acts or violations of school regulations may occur.

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

Incidents involving initiations, hazing, intimidations, or related activities of such group affiliations which are likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

The school district shall enforce the above rule and attempt to ensure that any student wearing, carrying, or displaying gang paraphernalia or exhibiting behavior or gestures which symbolize gang membership or participation in activities that intimidate or affect the attendance of another student shall be subject to appropriate disciplinary action, following the disciplinary ladder. Also, see JCBE, JC, and IDH.

### **SUSPEND/EXPEL/RE-ASSIGN**

The local school board shall have the authority to discipline (expel/suspend/reassign) a student or to change placement to an Alternative Center or home-bound program for misconduct:

1. in the school, on the road to and from school
2. at any school-related activity or event
3. on property other than school property or other than at a school-related event
4. during any time when the student is under school control, or has left school grounds without authorization (skipping)

Authority exists when the superintendent or principal determines that such misconduct renders the

student's presence in the classroom a disruption to the educational environment or a detriment to the best interest and welfare of the students and teacher of such class as a whole.

Cases involving expulsion or Alternative Center placement will be offered a due process hearing before the District Disciplinary Review Committee or Hearing Officer, with expulsion recommendations then referred to the Superintendent. The student and parent are entitled to certain appeal rights to the school board. Prior to, or at the time of suspension, a student will be offered an informal due process, consisting of the opportunity to relate his or her version of events, either verbally or in writing.

### **THREATS OF VIOLENCE/SERIOUS CRIMES ON or OFF-CAMPUS**

Whenever there is a threat of violence against a student, faculty member, or staff member, extreme caution must be taken to ensure the safety of all concerned. Due to the increased violence in schools, threats of any kind cannot be tolerated or overlooked. If a student threatens another student, teacher, school staff, or self with bodily harm, immediate disciplinary action will be taken by the school, as well as notification to School Resource Officers. In addition to the discipline, the parents or guardian will be responsible for seeking outside professional counseling for their child before he/she will be allowed to return to regularly scheduled classes. A written and signed document must be presented to the principal from the counselor of the agency stating the student is not a threat to himself, other students, faculty, or staff prior to readmission to regularly scheduled classes.

The superintendent or designee shall have the authority to transfer to an alternative education program any student who has been arrested, arraigned for or convicted of or pleaded guilty or *nolo contendere* to a serious crime, as defined in this section, which occurred off school property or away from school-related functions, or if the activity has a detrimental effect on the learning environment as described below. A serious crime, for the purpose of this section, is an illegal act that indicates the capacity and willingness of the student to injure students and employees with bodily harm or threaten to cause bodily harm, or to place students and employees in danger of bodily harm.

The superintendent or designee will evaluate the circumstances of the serious crime to determine whether (1) the acts of the student indicate a present and possible danger to the health, safety, and welfare of one or more students or employees and (2) whether the more restrictive, security orientated environment of an alternative education program would serve the educational interests of the student while preserving the safety of students and employees. Serious crimes shall include, without limitation, and as examples only:

1. Assault with a deadly weapon
2. Aggravated assault
3. Rape
4. Sexual battery, stalking, or other sexual crime
5. Armed or strong-armed robbery (or attempted)
6. Sale or distribution of a controlled substance
7. Threats against a student or employee of the school district

Students may be disciplined for acts or crimes committed off-campus: According to a Mississippi Attorney General's Opinion, when a district receives a notice that a student has committed an act away from school that is of such a nature that to continue the student in his or her regular education program

would have an immediate, direct, and disruptive effect on the school environment, then the school officials may take disciplinary action and assign the student to an alternative program, in-school suspension, or alternate site instruction, so long as that action does not constitute a suspension or expulsion from the school district.

### **RETURN FROM INCARCERATION OR JUDICIAL CUSTODY**

Students enrolling who were last attending a correctional or training facility or certified as an adult may be assigned to an Alternative Center before entering their regular school. Students returning to Hattiesburg Public Schools following incarceration (along with a parent) must be interviewed and cleared through Central Office.

When a student is assigned to the Alternative Center, he/she CAN NOT participate or attend any extracurricular activities within the school district, or trespass on any school property without proper authorization. Violators will be charged with trespassing, and no refunds will be paid.

### **APPEALS**

Expulsion is defined as any denial of school attendance beyond 10 days, which may be permanent, or which may terminate at the beginning of the next school year, provided sufficient rehabilitation can be demonstrated. A hearing before a district discipline review committee or hearing officer is automatic. A parent may waive the right to a formal due process hearing. A complete copy of the district discipline and appeals policy is available for review in each principal's office.

## **SECTION VIII. REQUIRED NOTICES**

### **HATTIESBURG PUBLIC SCHOOL DISTRICT**

#### **English Learners (EL) Service Program**

*It is the policy of Hattiesburg Schools that:*

*Students who are English Learners (EL) shall be provided equal opportunities to participate in the educational programs operated by the district, as required by federal, state, and local policy.*

*Reference: Title VI of the Civil Rights Act of 1964; Title III of the No Child Left Behind Act of 2001.*

The Hattiesburg EL program is designed to meet the unique needs of EL students. Therefore, eligibility for the EL program is contingent on the outcome of a multi-phase screening process. This process involves the use of the Hattiesburg Public Schools online “Home Language Survey”; the MDE approved English Language Proficiency Test, in-class monitoring, review of student performance on in-class formative and summative assessments, an analysis of MAAP data if available, as well as a review of student records from previous schools.

A copy of the Hattiesburg English Language Learners Plan may be requested from The Office of Federal Programs at 301 Mamie Street, Hattiesburg, MS 39401.

# Hattiesburg Public Schools

## PARENT-STUDENT POLICY AND PROCEDURES AGREEMENT

### Student Handbook:

I/We hereby acknowledge review of the 2024-2025 Hattiesburg Public Schools Student Handbook and Code of Conduct. By my/our signatures, I/we state that I/we have reviewed the handbook and understand that any questions regarding its contents should be forwarded to the appropriate school office. I/we further understand that this handbook is a guide and that the rules, regulations, and policies set forth herein are approved policies of the Hattiesburg Public School District, as adopted by the Board of Education of Hattiesburg Public Schools. Students and parents are considered to have knowledge of the information contained here and agree to follow the handbook policies. The 2023-2024 Student Handbook and Code of Conduct is available online at: [www.hattiesburgpsd.com](http://www.hattiesburgpsd.com)

Parents' Consent:  Yes  No

### Statement of Permission (Surveys):

The Hattiesburg Public Schools participates in federal education programs (Title I, II, IV, and V) as part of the Improving America's Schools Act. These programs require certain surveys and evaluations to be completed by students. Therefore, I/we give permission for this student to participate in such surveys and evaluations.

Parents' Consent:  Yes  No

Name of Parent/Guardian (Printed): \_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_

Student Name (Printed): \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Required Parent/Guardian Signature: Please Sign and Return (may be completed online)**



# Hattiesburg Public Schools

## NETWORK AND INTERNET ACCEPTABLE USE POLICY (AUP)

**Hattiesburg Public School District** recognizes the value of computers and other electronic resources to improve student learning and to enhance the administration and operation of its school. To this end, the Hattiesburg Public School District encourages the responsible use of computers and computer networks, which include Internet usage, e-mail, web applications, and other electronic resources in support of the mission and goals of Hattiesburg Public Schools.

*Because the Internet and e-mail is an unregulated, worldwide vehicle for communication, information available to staff and students is impossible to fully control. Therefore, Hattiesburg Public School District adopts this policy governing the voluntary use of electronic resources, e-mail, and the Internet to provide guidance to individuals and groups obtaining access to these resources on Hattiesburg Public School District-owned equipment or through Hattiesburg Public School District-affiliated organizations.*

### Hattiesburg Public School District Rights and Responsibilities

It is the policy of the Hattiesburg Public School District to maintain an environment that promotes ethical and responsible conduct in all online network activities by staff and students. It shall be a violation of this policy for any employee, student, or other individuals to engage in any activity that does not conform to the established purpose and general rules and policies of network usage. Within this general policy, the school site recognizes its moral obligation to protect the well-being of students in its charge. To this end, the Hattiesburg Public School District retains the following rights and recognizes the following obligations:

- To remove a user account on the network.
- To monitor the use of online activities. This may include real-time monitoring of network activity or maintaining logs of Internet or e-mail activity for later review.
- To provide internal and external controls as appropriate and feasible. Such controls shall include the right to determine who will have access to Hattiesburg Public School District-owned equipment and, specifically, to exclude those who do not abide by the Hattiesburg Public School District's acceptable use policy or other policies governing the use of school facilities, equipment, and materials. In addition, Hattiesburg Public School District reserves the right to restrict online destinations through software or other means.
- Hattiesburg Public School District complies with the regulations of CIPA, the Children's Internet Protection Act H.R. 4577, by providing Internet content filtering services for staff and students. Filtering services are a means of protection from objectionable sites but cannot provide a 100% guarantee. Therefore, Hattiesburg Public School District provides no guarantees but will diligently attempt to protect staff and students from accessing such objectionable Internet sites.
- To provide guidelines and make reasonable efforts to train staff and students in acceptable use and policies governing online communications and e-mail.

### Staff Responsibilities

- Staff members who supervise students, control electronic equipment, or otherwise have occasion to observe student use of said equipment online shall make reasonable efforts to monitor the use of this equipment to assure that it conforms to the mission and goals of the Hattiesburg Public School District.
- Although the Hattiesburg Public School District will maintain an Internet filtering service, staff members will continue to monitor student use to prevent access of objectionable sites. In the event that an objectionable site is accessed by a student, access should be immediately reported to technology personnel with information about the site, the device, and the student account.
- Staff shall make reasonable efforts to become familiar with the Internet and e-mail use so that effective monitoring, instruction, and assistance may be achieved.
- Staff shall exercise extreme caution in using any student and other staff member's likeness, picture, personal information, and/or original work of art, prose, or poetry for distribution through any electronic media within the Hattiesburg Public School District.

### User Responsibilities

1. Use of any electronic media, including the Internet and e-mail provided by the Hattiesburg Public School District, is a privilege that offers a wealth of information and resources for research.
2. Users agree to learn and comply with all of the provisions of this policy. Through the actual use of any network-related service, the user warrants and signifies his agreement to any/all of the provisions of this policy.
3. Hattiesburg Public School District recognizes the concept of "Free Speech" and individual privacy. Therefore, the Internet, network, and e-mail services are owned and/or operated by the Hattiesburg Public School District and reserve the right to exercise reasonable control over any electronic communication and/or publication users may produce.

## INTERNET

*The Internet is a global system of interconnected computer networks that use the standard Internet Protocol Suite (TCP/IP) to serve billions of users worldwide. It is a network of networks that consists of millions of private, public, academic, business, and government networks of local to global scope linked by a broad array of electronic and optical networking technologies. The Internet carries a vast array of information resources and services, most notably the inter-linked hypertext documents of the World Wide Web (WWW) and the infrastructure to support electronic mail.*

### Guidelines

- All use of the Internet should be in support of educational and research objectives consistent with the mission and objectives of the Hattiesburg Public School District.
- Observe proper etiquette when using electronic communication and never publicly display personal information.
- Respect the legal protections for data and software provided by copyright and licenses.
- Network accounts are to be used only by the authorized owner of the account for the authorized purpose.
- Exhibit exemplary behavior on the network as a representative of your school and community. Be polite at all times!

- From time to time, the Hattiesburg Public School District will make determinations on whether specific uses of the network are consistent with the acceptable use policy.

### Unacceptable Uses

1. Giving out personal information about another person, also known as doxxing, including a home address or phone number, is strictly prohibited.
2. Hosting or saving personal files to district devices or cloud resources associated with the school.
3. Any use of the network for commercial or for-profit purposes is prohibited.
4. Excessive use of the network for personal reasons shall be cause for disciplinary action.
5. Any use of the network for product advertisement or political lobbying is prohibited.
6. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users or misrepresent other users on the network.
7. No use of the network shall serve to disrupt the use of the network by others.
8. Malicious use of the network to develop programs that harass other users, infiltrate a computer or computing system, and/or damage the software components of a computer or computing system is prohibited.
9. Hate mail, chain letters, harassment, discriminatory remarks, cyberbullying, and other antisocial behaviors are prohibited on the network.
10. The unauthorized installation of any software, including shareware and freeware for use on the Hattiesburg Public School District computers, is prohibited.
11. The unauthorized use of any software or browser to intentionally bypass the web filter or any other internet restrictions put in place by Hattiesburg Public School District is prohibited.
12. Use of the network to access or process pornographic material, objectionable websites, inappropriate test files (as determined by the system administrator or building administrator), or files dangerous to the integrity of the local area network is prohibited.
13. The Hattiesburg Public School District network may not be used for downloading entertainment/music/video/movie software or other files for transfer to a user's home computer, other personal computer, DVD, USB drive, or any music/movie device. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the Hattiesburg Public School District. Software, files, and/or licenses owned by Hattiesburg Public School District cannot be transferred to staff or student personal or home computers. This violates the copyright laws.
14. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner is prohibited, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC).
15. Use of the network for any unlawful purpose is prohibited.
16. Use of profanity, obscenity, racist terms, or other language that may be offensive to another user is prohibited.
17. Establishing network or Internet connections to live communications, including voice and/or video (relay chat/live chat), is prohibited unless specifically authorized by the system administrator or building administrator.

## E-MAIL

*Electronic mail, most commonly abbreviated email or e-mail, is a method of exchanging digital messages. E-mail systems are based on a store-and-forward model in which e-mail server computer systems accept, forward, deliver and store messages on behalf of users, who only need to connect to the e-mail infrastructure, typically an e-mail server, with a network-enabled device for the duration of message submission or retrieval.*

### Guidelines

1. E-mail is provided by Hattiesburg Public School District and is NOT considered private. Hattiesburg Public School District can monitor and review any messages sent or received by the users as deemed appropriate by the system administrator.
2. Check electronic e-mail often to see if there are any messages.
3. To maximize server space, delete and empty trash for electronic mail messages when they are no longer required.
4. Respect the legal protections for data and software provided by copyright and licenses.
5. Take care not to express personal views that could be regarded as defamatory or libelous.
6. Always be mindful that e-mail use is a privilege, and the user is a representative of Hattiesburg Public School District.
7. Be aware that all electronic mail activity may be monitored and logged or scanned for viruses and/or offensive material.

### Unacceptable Uses

- Do not print electronic mail messages unless a hard copy is needed for record-keeping purposes.
- Do not send excessively large electronic mail messages or attachments. There is a size limit to messages and attachments.
- Do not indiscriminately forward electronic mail messages to users and/or groups without knowing whether the group users wish to receive such messages. For example, these messages would be personal items sent to you such as recipes, quotes, pictures, stories, jokes, songs, and etc. These messages take up time and space and are not useful for the purpose and objectives of the Hattiesburg Public School District.
- Limit messages such as festive greetings or other non-work-related items by electronic mail, particularly to several people.
- Do not participate in chain or pyramid messages or similar schemes.
- Do not represent yourself as another person.
- Do not use electronic mail to send or forward material that could be construed as confidential, political, obscene, threatening, offensive, discriminatory, or libelous.

## **PUBLICATIONS**

### Acceptable Uses

- Make sure any web design is appropriate to the educational, administrative, or research objectives of the Hattiesburg Public School District.

- Any use of the Hattiesburg Public School District name and/or school site names, likeness, pictures, graphics must have prior approval of the system administrator or building administrator.
- Any use of staff or student likeness, pictures, graphics, art, prose, or poetry, must have written permission before usage. Staff members must give their written signature permission, while a student must give his/her written signature in addition to the parent's written signatures before publication use.
- The system administrator or building administrator will make the final determination whether any web item(s), which identify the Hattiesburg Public School District, are appropriate for web publication before that publication occurs.
- All web publications will abide by the *Family Education Rights and Privacy Act (FERPA)* to disseminate student information.

### Unacceptable Uses

1. Do not publish personal information concerning staff or students. The only phone numbers, addresses, or locations allowed are those of the school site available to the public.
2. Staff and/or students are prohibited from publishing a website using the Hattiesburg Public School District name and/or school site names, likenesses, pictures, or graphics without prior approval of the system administrator or building administrator.
3. Hattiesburg Public School District recognizes the concept of “Free Speech.” However, staff and students are prohibited from publishing any work that may be discriminatory, offensive, racist, or threatening to the district, school, staff, or other students. The final decision of whether any work meets these criteria will be determined by the system administrator or building administrator.
4. Right to “Freedom of Speech” will NOT allow staff or students to publish offensive materials through any Hattiesburg Public School District electronic media. The final decision of whether any work meets these criteria will be determined by the system administrator or building administrator.

### Disclaimer

1. The Hattiesburg Public School District cannot be held accountable for the information retrieved via the Internet, network, or e-mail.
2. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and may monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
3. The Hattiesburg Public School District will not be responsible for any damages any user may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by user negligence, errors, or omissions. The use of any information obtained is at the user’s own risk.
4. The Hattiesburg Public School District makes no warranties (expressed or implied) with respect to:
  - The content of any advice or information received by a user or any costs or charges incurred as a result of seeing or accepting any information.
  - Any costs, liability, or damages caused by the way the user chooses to use his or her access

to the Internet, network, or e-mail.

5. All staff and students of the Hattiesburg Public School District shall be responsible for abiding by the policies of this AUP. No signature is required to make this AUP binding on staff and students. The use of Hattiesburg Public School District's electronic media denotes the user's agreement of responsibility. However, Hattiesburg Public School District shall make a concerted effort to inform staff and students of this AUP through such means as publications in student and staff handbooks, notices in all school offices, oral information from supervisors and/or teachers, and distribution of AUP copies.
6. Any staff or student who violates any of the AUP policies will be subject to disciplinary action, which may include but not limited to the loss of use privilege for the Internet, network, and/or equipment; loss of the e-mail account assignment, and/or any other disciplinary deemed appropriate by the Hattiesburg Public School District authorities.



**Hattiesburg Public Schools**  
**STUDENT DIRECTORY INFORMATION**  
**DENIAL FORM**



Student's Name \_\_\_\_\_ School \_\_\_\_\_  
Home Address \_\_\_\_\_ Home Phone \_\_\_\_\_

**Parental Rights Regarding Student Directory Information**

The Family Educational Rights and Privacy Act (FERPA) gives parents certain rights with respect to their children's educational records, including directory information. Directory information means information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student's name, photograph, date of birth, major field of study, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, and the most recent educational agency or institution attended.

Unless the parent or guardian notifies the Hattiesburg Public School District otherwise within five days after notification by receipt of the Handbook and Code of Conduct for Students and Parents, consent is implied for the Hattiesburg Public School District to release directory information.

Implied consent includes the release of student directory information, or for non-directory information such as student work, for use in the following ways:

1. On the Hattiesburg Public School District's website
2. The website will use the student's name only. Personal information such as a home address, phone number, or names of family members **will not** be used. Any information that indicates the physical location of a student at a given time other than attendance at a particular school or participation in school activities will not be used.
3. Schoolwork may include but is not limited to art, written papers, class projects, and computer projects.
4. In material printed by the school or the Hattiesburg Public School District or printed by publishers outside the Hattiesburg Public School District
5. Printed material may include a child's full name.
6. Printed material may include, but is not limited to, school directories, yearbooks, programs, brochures, newspaper articles, and print advertisements.
7. In videos produced and broadcast by the Hattiesburg Public School District or produced and broadcast by news organizations and others who receive approval from the Hattiesburg Public School District.

This Student Directory Information Denial Form is available from each school's office.

**Parent/Guardian**

I **deny permission** for directory information, including photographs, of my child to be published by the Hattiesburg Public School District or to be released to any other publisher outside the Hattiesburg Public School District.

Parent Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

This signed form should be kept on file in the school office.



## **District Asbestos Management Plan Available for Public Review**

The asbestos management plan for Hattiesburg Public Schools is available for review by any interested person. This documentation includes any changes to asbestos-containing material (ACM) in schools and buildings. To provide continuing management of asbestos in schools and buildings, ACMs are inspected every six months by an engineering firm. Changes are recorded in a report as part of the management plan. Copies of the report and plan are located in each principal's office. Copies of all plans are maintained at the Department of Buildings and Grounds, 244 Dauphine St. Hattiesburg, MS

# INFORMATION FOR PARENTS



## IF YOUR FAMILY LIVES IN ANY OF THE FOLLOWING SITUATIONS:

In a shelter



In a motel or campground due to the lack of an alternative adequate accommodation



In a car, park, abandoned building, or bus or train station



Doubled up with other people due to loss of housing or economic hardship

*Your school-age children may qualify for certain rights and protections under the federal McKinney-Vento Act.*

### Your eligible children have the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference.
  - \* If the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.
- Receive transportation to and from the school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

*If you believe your children may be eligible, contact the local liaison to find out what services and supports may be available. There also may be supports available for your preschool-age children.*



Local Liaison

State Coordinator

If you need further assistance with your children's educational needs,  
contact the National Center for Homeless Education:  
1-800-308-2145 \* [homeless@serve.org](mailto:homeless@serve.org) \* <http://nche.ed.gov>

# INFORMACIÓN PARA LOS PADRES



## SI SU FAMILIA VIVE EN CUALQUIERA DE LAS SITUACIONES SIGUIENTES:

En un albergue



En un motel o un sitio para acampar debido a la falta de una alternativa adecuada



En un auto, un parque, un edificio abandonado, o una estación de trenes o de autobuses



Compartiendo la vivienda de otras personas debido a la pérdida de su casa  
o a una dificultad económica

*Sus hijos de edad escolar podrían calificar para recibir ciertos derechos y protecciones bajo la ley federal McKinney-Vento.*

Sus hijos elegibles tienen derecho a:

- Recibir una educación pública gratuita y apropiada.
- Inscribirse en la escuela inmediatamente, aunque falten documentos normalmente requeridos para la inscripción.
- Inscribirse y asistir a clases mientras que la escuela obtiene los documentos necesarios.
- Inscribirse en la escuela local; o continuar asistiendo a la escuela de origen (la escuela a la cual su hijo asistió cuando tenía una residencia permanente, o la última escuela en la cual estaba inscrito), si esto es su preferencia.
  - \* Si el distrito escolar cree que la escuela escogida por usted no es la mejor para sus hijos, el distrito tiene que darle a usted una explicación escrita de su posición e informarle de su derecho de apelar su decisión.
- Recibir transporte a/de la escuela de origen, si usted lo pide.
- Recibir servicios educacionales comparables a los que están provistos para otros estudiantes, según las necesidades de sus hijos.

*Si usted cree que sus hijos podrían ser elegibles, contacte al oficial para la educación de los niños y jóvenes sin hogar de su distrito escolar para averiguar los servicios y ayudas que podrían estar disponibles. También puede haber apoyo disponible para sus hijos de edad preescolar.*



Oficial para la educación de los niños y jóvenes sin hogar

Coordinador estatal

Si usted necesita ayuda adicional con las necesidades educacionales de sus hijos, contacte al Centro Nacional de Educación para los Niños y Jóvenes sin Hogar:  
1-800-308-2145 \* [homeless@serve.org](mailto:homeless@serve.org) \* <http://nche.ed.gov>

# Hattiesburg Public Schools Notification Regarding Reporting Allegations of Sexual Harassment

## **Title IX Sexual Harassment**

Title IX states “[n]o Person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance.” 20 U.S.C. § 1681(a). The Hattiesburg Public School District (District) does not discriminate on the basis of sex in the education program or activity that it operates.

To all students, parents or legal guardians, and employees:

The District’s Title IX Coordinator is:

Michael Battle  
301 Mamie Street  
Hattiesburg, MS 39401  
Michael.battle@hattiesburgpsd.com  
601-582-5078

The Title IX Coordinator is the person authorized by the school district to coordinate the District’s Title IX compliance program. Any person may report sex discrimination, including sex harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination), in person, by mail, by telephone, or e-mail, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report. Any District employee who knows or learns information concerning conduct related to sexual harassment or allegations of sexual harassment (student or employee) should immediately notify the Title IX Coordinator. Reports may be made at any time (including during non-business hours) by using the Title IX Coordinator’s telephone number or email address, or by mail to the Title IX Coordinator’s office address, listed above. Inquiries about the application of Title IX to the District may be directed to the District’s Title IX Coordinator or to the Assistant Secretary of Education at the United States Department of Education, or both. Please see Policy JB Student Complaints of Sexual Discrimination/Harassment for the definition of Title IX sexual harassment and the detailed Title IX procedures.

## **Other types of Sexual Harassment**

The Hattiesburg Public School District recognizes reports of sexual harassment as being extremely serious. Any reports of sexual harassment, both Title IX sexual harassment allegations referenced above and other types of sexual harassment, will be investigated fully, and appropriate disciplinary action, as well as notification of law enforcement, may result from such reports. Sexual harassment of employees and students will not be tolerated. Sexual harassment shall include but not be limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct which interferes with a person’s school/work performance or creates an intimidating, hostile, or offensive environment. Other types of sexual harassment may include jokes, stories, pictures, or offensive objects, intended to alarm, annoy, abuse, or demean. Any claims of sexual harassment from students or employees should be reported to the Title IX Coordinator identified above who will determine which process to utilize based on the allegations of sexual harassment.

*Published by*

**Hattiesburg Public Schools**

*P. O. Box 1569 \* 301 Mamie Street \* Hattiesburg, MS 39401*

[www.hattiesburgpsd.com](http://www.hattiesburgpsd.com)

*The Hattiesburg Public School District does not discriminate based on gender, race, religion, color, age, disability, or any other legally protected status.*

Please send comments or suggestions for improvement to:

Hattiesburg Public Schools  
ATTN: Student Handbook  
PO Box 1569  
Hattiesburg, MS 39403