

JEFFERSON DAVIS COUNTY SCHOOL DISTRICT



Jefferson Davis County School District Student/Parent Handbook 2024-2025

Secondary School Student Handbook

Superintendent of Education: Mr. Isaac Leon Haynes, Jr.

Prentiss, MS 39474
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Board of Education

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Dr. Jason McLeod

Assistant Superintendent, Director of Exceptional Education, DTC and Title IX Coordinator

Dr. Subrina Mason

Director of Federal Programs

Devonshae Harrien

Chief Financial Officer

Markeshia Hammond

Human Resource/Accountant

Brenda Walker

Director of Technology

Dr. Rena Hilton

Director of Food and Nutrition

Latrice Williams

Athletic Director

Lance Mancuso

Chief of Police

Chief Anthony Sims

JEFFERSON DAVIS COUNTY SCHOOLS

Carver Elementary School

Mrs. Vanessa Brown, Principal

381 Williamsburg Road, P. O. Box 460
 Bassfield, MS 39421 Phone: 601-943-5251

J.E. Johnson Elementary School

Ms. Johnnel Stewart, Principal

150 J.E. Johnson Road, P.O. Box 1408
 Prentiss, MS 39474 Phone: 601-792-8338

Jefferson Davis County Middle School

Dr. Crystal Haynes

2429 Miss. Ave., P.O. Box 1186
 Prentiss, MS 39474 Phone: 601-792-1450

Jefferson Davis County High School

Dr. Spurgeon Banyard, Principal

891 Bass-Burkett Road, P.O. Box 370
 Bassfield, MS 39421 Phone: 601-943-5391

Dennis W. Fortenberry Career Center

Ms. Shelia Jefferson, Director

Hwy 42 East, P.O. Box 70
 Carson, MS 39427 Phone: 601-792-5005

Alternative School/Academic Success Center

Mr. Willie Armstrong, Director

11 Vo-Tech Road
 Carson, MS 39427 Phone: 601-792-4888

Transportation

Terry Hathorn

1750 N. John Street
 Carson, MS 39427 Phone: 601-792-5659

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Jefferson Davis County School District

P.O. Box 1197 - 1025 Third Street

Prentiss, Mississippi 39474-1197

PHONE (601) 792-4267 FAX (601) 792-2251

Mr. Isaac Leon Haynes, Jr; Superintendent of Education

July 18, 2024

Dear Parents/Legal Guardian:

In accordance with ESEA Section 1111(h)(6) *PARENTS RIGHT-TO-KNOW*, the Jefferson Davis County School District is notifying every parent of a student in a Title I school that you have the right and may request information regarding the professional qualifications of your child's classroom teacher. This information regarding the professional qualifications of your child's classroom teacher include, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a school that receives funds under this part shall provide to each individual parent the following:

1. Information on the level of achievement of the parent's child in each of the State academic assessments as required under this part; and
2. Timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is not highly qualified.

If you have questions, please feel free to contact Ms. Devonshae Herrien, at the following phone number (601) 792-2703.

Sincerely,

Mr. Isaac Leon Haynes, Jr.

Superintendent of Education

Jefferson Davis County School District Student/Parent Handbook 2024-2025**MISSION OF THE DISTRICT**

The Jefferson Davis County School District promotes a rigorous, safe, and nurturing environment in which students are empowered to achieve their full intellectual and social potential by combining high standards, discipline, and character education, with a commitment to individualism, creativity and diversity as students prepare to continue to our global society.

VISION STATEMENT

Students in the Jefferson Davis County School District will achieve life-long learning, reach proficiency in academic areas, and contribute to our community in a positive manner.

DISTRICT GOALS 2024-2025

Jefferson Davis County School District will:

1. Improve the reading levels and literacy levels of all students.
2. Continue to increase attendance, decrease tardiness and lower student dropout rates.
3. Implement programs and activities to improve student test scores statewide.
4. Create a climate of high expectations for all students, staff and parents to ensure college and career readiness through innovative technological advances.

DISTRICT HIGHLIGHTS

Curriculum Enhancements

- Reading Programs (Curriculum Development Teams)
- Assessment(s) Uniform for District
- Scientific Research Based (Odysseyware, ACT Prep, NWEA)
- Depth of Knowledge/Differentiated Instruction
- Remedial/Recovery Efforts
- District Wide Assessment for Math, MAPP, Science, Language Arts, and Writing (Universal Screening, State Practice Assessment, TABE (middle & high school) and Accelerated Reader (AR))
- Gifted Education in Grades 2-6
- Tech Prep in Grades 7-12
- Band in Grades 6-12
- Senior Exit Project
- Fresh Start Academy

Technology

- School and District Wide Internet Accessibility
- IC III Certification for Teachers and then for Students

Partnership Activities/Community and Parent Involvement

- Parent Connect Ed.
- Parent Academy(ies)/Workshop(s)
- Newsletter/The Prentiss Headlight/Info
- Active PTA
- Booster Clubs
- Teacher and Staff Appreciation Programs/Recognition
- Teacher and Student Incentive Programs
- Collaborative Mental Health Services
- Improve Relationship between Business and Industry
 1. Chamber of Commerce
 2. Grandparent's Day
 3. Run for the Roses
 4. Relay for Life
 5. Red Ribbon Week
 6. Community Relations Luncheon

Co-Curricular Activities

Spelling Bee
Athletics

Science Fair
Reading Fair

Family Safety Information

The safety of each child is a primary concern of the Jefferson Davis County School District. Our school district has spent considerable time and effort planning and practicing safety and security measures appropriate for dealing with major critical incidents. Every school has a school safety plan. Teachers, staff, and students participate in appropriate training covering a variety of potential crises. The school district employs School Resource Officers that are assigned to the middle and high schools and are available to assist at the elementary schools. The school district works closely with city and county law enforcement, the Emergency Management Agency, and other public safety departments.

We ask our families for support and assistance with our safety plan. At the beginning of the school year, review the student handbook with your children. Make sure they know the expectations the school has for their academic and social behavior. Talk to your children about the things they like at school, as well as the things that may cause them some concern. Talk to school personnel about these concerns so that they may be addressed. During the year, you may hear your children discussing various drills that may occur on campus. We regularly participate in fire and weather drills, as well as lockdown and evacuation drills. It is important that you provide the school with up-to-date phone numbers and addresses, as well as vital medical information. In the event a crisis should occur at school, please be aware of the following:

"That you will be notified by Connect-Ed of any emergency".

" Tune into the following media: WDAM-TV, WJDR 98.3 FM. They will notify the community of school closings and possible evacuation sites.

" Please do not call the school. We will need to keep communication lines open for emergency responders.

" Please do not come to the school unless instructed to do so by the media. It is important to keep roadways clear for emergency responders.

" If the school is in a **lockdown**, students will stay on campus in a secure classroom. Teachers and school personnel have received extensive training in lockdown procedures. No one will be allowed to enter during lockdown.

" If the school must be **evacuated**, students will be evacuated to an alternate location, which will be released to you through media resources.

" No student will be released until everyone is accounted for and the superintendent's office authorizes the release.

" No student will be released until the authorized parent or legal guardian signs him or her out.

It is important that you trust and work with your school and emergency personnel in the event of a crisis so that these individuals can accurately implement the procedures that they have trained on throughout the year. Thank you !

Model Notification of Rights under FERPA

For Elementary, Middle and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are the following:

(1) The right to inspect and review the student's education records within 45 days of the day the school receiving a request for access. Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate. Parents or eligible students may ask the School to amend a record that they believe is inaccurate. They should write the school principal [or appropriate school official], clearly identify the part of the record they want changed and specify why it is inaccurate. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

[NOTE: In addition, a school may want to include its directory information public notice, as required by § 99.37 of the regulations, with its annual notification of rights under FERPA.]

Organization of the District/Grievances and Conflict Resolution

The Jefferson Davis County School District operates two school zones, and an alternative school located at our Vocational Center. Schools are under the direct supervision and control of the principal, who acts as final authority in all matters at the school. Parents/Guardians /Students who are aggrieved by a school decision or action should present their grievance in writing to the principal. Any parent further aggrieved may appeal, in writing to the Superintendent of Education and thereafter, Jefferson Davis County School Board if further aggrieved. The grievance must set forth in writing so that there is clarity in managing the grievance and so that an appropriate response may be given. In cases where a grievance is submitted, the appropriate administrator shall provide a response and document such response in a timely manner and/or intervene.

General District Information/Policies

The School Day for District Schools

The following school day times are followed at the schools in the school district in accordance with the varying class schedules and bus route plans for the centers:

<u>School/Division</u>	<u>Classes begin</u>	<u>Classes end</u>
Carver Elementary	8:00 a.m.	3:00 p.m..
J.E. Johnson Elementary	8:00 a.m.	3:00 p.m.
Jefferson Davis County Middle School	8:00 a.m.	3:00 p.m.
Jefferson Davis County High School	8:00 a.m.	3:20 p.m.

* A student is tardy to school if the student arrives any time after the tardy bell for the first period or after the student's homeroom/first class begins. Any student who is tardy to school MUST report to the appropriate administrative office before going to his/her assigned class. All students who arrive after 8:15 a.m. must be signed in by parent.

Operation of the District on a Non-Discriminatory Basis

The Jefferson Davis County School District offers educational/vocational opportunities on a non-discriminatory basis in compliance with the requirements of the following federal civil rights legislation: Title VI, Title IX, the Vocational Amendments of 1976 and 1979, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Public Law 108-446 of 2004. Further, the Jefferson Davis County School District offers equal educational and employment opportunities to all persons without regard to sex, race, religion, color, national origin, age, or disability. Upon request, a copy of the Jefferson Davis County Board of Education's policy regarding compliance with these federal legislative mandates may be obtained from the Office of the Superintendent or any other school district administrative office.

The Jefferson Davis County School District will not discriminate on the basis of disability in admission to, access to, or employment in its programs and activities or in the treatment of the individual to the extent provided by law.

Dr. Su'Brina Mason, Director of Exceptional Education has been designated as the Section 504/Americans with Disabilities Act Coordinator and will handle inquiries regarding the Jefferson Davis County School District's nondiscrimination policies, the filing of grievances, and the requests for copies of grievance procedures covering discrimination on the basis of disability: She may be reached at (601) 792-5441.

The Rehabilitation Act of 1973 prohibits discrimination against persons with a handicap in any program receiving federal financial assistance. No discrimination against any person with a disability will knowingly be permitted in any of the programs or practices of the school district. To ensure the district's compliance with Section 504 as it applies to students with handicaps, the district has adopted specific policies regarding procedures in the event an individual wishes to file a complaint or grievance. This established procedure is available to the public upon request and is posted in administrative offices.

Title IX

The Jefferson Davis County School District is committed to compliance with the *Title IX of the Education Amendments of 1972*. The School District's *Title IX* Compliance Officer is Dr. Su'Brina Mason whose address is Jefferson Davis County School District, Post Office Box 1197, Prentiss, MS 39474 and whose office is located at 1025 Third Street, Prentiss, Mississippi. The School District has a Grievance Procedure, which is used to report possible gender inequity in respect to the School District's sports offerings.

Title IX Grievance Procedure

1. When any person believes his or her rights under *Title IX* have been violated he or she must state in writing the nature of the complaint with the Title IX compliance officer who will respond to said complaint within ten (10) school days;
2. If the complaining party is not satisfied with the *Title IX* Compliance Officer's response, the complaining party may appeal to the Superintendent of Education within ten (10) school days in writing;
3. The Superintendent of Education will respond to the complaining party's appeal within ten (10) school days;
4. If the complaining party is not satisfied with the Superintendent of Education's response, the complaining party may appeal to the Jefferson Davis County Board of Education within ten (10) school days in writing;
5. The Jefferson Davis County Board of Education will make a final decision on the complaint at the next regularly scheduled school Board of Education meeting.

Enrollment of Students

In order for a child to enroll in the Jefferson Davis County School District, the student's parents/guardians must provide the information listed below each year. Upon receipt of this information, the school administration will make the appropriate classroom assignment.

1. Two proofs of the child's residence in accordance with the Student Verification of Residence Policy and state law.
2. A **CERTIFIED** birth certificate for the child.
3. A proper immunization report issued through the family physician or through the health department.
4. Evidence of the student's social security number.
5. A student not living with a parent must present official documentation as to guardianship status.

Failure to present the required documents at the time of registration will result in the student being denied enrollment.

A child must have reached the age of five (5) on or before September 1 of the year of enrollment in order to enroll in the district's kindergarten program. In order for any child to enroll in first grade, the child must have reached the age of six (6) on or before September 1 of the year of enrollment. Board Policy- JBC

Residence with Legal Parent/Guardian Affidavit Required

Any new student entering the Jefferson Davis County School District **must reside with his/her natural parent(s) or a court-approved legal guardian who resides in the Jefferson Davis County School District** in order to be enrolled in any school in the Jefferson Davis County School District. Requests are reviewed on a case-by-case basis; however, the District generally will not accept a new student who does not meet this requirement. The Superintendent grant a temporary enrollment under certain circumstances.

Verification of Student Residence Required

The Mississippi State Board of Education adopted a verification of student residence policy on April 20, 1990. 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. This policy requires that all school districts absolutely verify a student's residence for determination as to whether the student may legally attend a school in the district. The Jefferson Davis County School District must verify residence on each student to be enrolled. Post office box numbers are not acceptable for verification purposes. A street address/name must be provided. Two current proofs of residence are required each year of the current school year. Home visits may be made to verify residence by a Compliance Officer. Documentation may include:

- | | |
|------------------------------------|------------------------------|
| 1.) Filed homestead exemption form | 4.) Mortgage documents |
| 2.) Lease agreements | 5.) Utility bills |
| 3.) Tax receipts | 6.) Other Official Documents |

Driver licenses will not be accepted.

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 information in order to meet the requirements of state law.

Request for Transfer between School Districts

Jefferson Davis County School District has a “no release policy”, with regards to children that live in Jefferson Davis County. Students that live in Jefferson Davis County School District will not be allowed to attend schools in surrounding counties except required by law. Board Policy- JBCDA

Student Transfers into the District

Any student transferring into the district must provide sufficient proof of residence in accordance with the Student Verification of Residence Policy (Board Policy- JBC). Additionally, students must meet the requirements of state law as they pertain to transfers. All transfers from out of the district must be approved by both the Jefferson Davis County School Board and by the school board of the student's home district according to law.

The district does not accept students from schools or programs (including tutorial, home study, or correspondence) that are not accredited by the state or regional agency without first administering standardized tests and/or special tests to determine proper placement of students and/or the validity of Carnegie units being presented for graduation. The district office should be contacted regarding transferring students and the appropriate Application for Transfer must be completed.

The district does not accept students who have been expelled from another school/school district until such time as the expulsion period assigned by the other school/district has ended. Any student transferring into the JDCSD who was in an alternative school program in the transferring district will automatically be placed in the JDCSD alternative program until such time as JDCSD personnel can make a decision as to proper placement.

Students transferring into the District who reside out of the District

Parents/Guardians of students approved to transfer into the Jefferson Davis County School District under the provisions and procedures set forth in Sections 37-15-29 and 37-15-31 of the Mississippi Code of 1972, Annotated, as amended, shall be required to submit a tuition payment to the Office of the Superintendent at the beginning of each school year or at the time the student is approved to attend school in Jefferson Davis County. Board Policy- JBC

If the Jefferson Davis County School District's Board of Education acts to accept an out-of-district student when properly released from the resident district, such approval shall be with the stipulation that the parent/guardian shall be responsible for transportation of the student to and from the school of attendance in Jefferson Davis County.

The tuition payment requirement shall not apply to those students who live out of the district but who attend a Jefferson Davis County School and whose parent(s) are employed as either certified or non-certified personnel and who have been approved to attend a Jefferson Davis County school under the provisions of Section 37-15-31 (Subsection 1 a & b) Mississippi Code of 1972, Annotated as amended. Board Policy- JBC

Transfers and Proper Withdrawal from School of Attendance

When a student transfers either from or within the district, he/she must properly withdraw from the school he/she is leaving. Withdrawal shall be processed through the principal's office and all books, fines, or other obligations that the student has with the transferor school must be cleared before the student will be considered properly withdrawn.

Student Change of Address or Other Personal Information

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

McKinney-Vento

To be in compliance with the federal law, McKinney-Vento, Jefferson Davis County School District has a policy to support students in grades K-12 who are lacking a fixed, regular, and adequate nighttime residence. Money has been designated in the Title I, Part A CFPA to assist the needs of these students. For more information on this policy, refer to the Jefferson Davis County School District's website under the heading of Academic Office and Federal Programs or request a copy of the policy from your child's school. Board policy JQN

School Records

Transcripts or student records will be released to other agencies if students or parents sign a written request for such release to be made and/or according to state law and/or federal regulations. A student or his/her parent(s) or legal guardian(s) may view his/her personal school record upon request made to the appropriate school principal. Any corrections needing to be addressed may be presented to the principal in writing and will be considered for correction. In the event of student transfer, a student's transcripts or records will be forwarded to the receiving school upon receipt of a proper request from the receiving school.

Section 9528 of the ESEA, 20 U.S.C § 7908, as amended by the NCLB, and 10 U.S.C. 503, as amended by § 544 of the National Defense Authorization Act for Fiscal Year 2002 (Pub.L. No. 107-107), require LEAs to:

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

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

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

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

Copies of School Records

The schools of Jefferson Davis County shall furnish one free copy of school records/transcripts to graduates. Thereafter, an administrative fee of \$1.00 per copy of official records may be charged.

Special Programs and Services in the District

CHILD NUTRITION PROGRAM - APPLICATIONS AND OPERATIONS

The Child Nutrition Program will require all families to have a lunch application on file. This application is necessary part of the District's effort to continue to serve free meals to all students. Lunch applications will be distributed to all students on the first day of school. These are family application. Only one application is required per family.

If parents do not wish to send the applications by their child, the applications can be mailed to Child Nutrition, P.O. Box 1197, Prentiss, MS 39474.

Child Nutrition's goal is to provide nutritional meals to our students. Child Nutrition will create menus which provide students with approximately one-third of the Recommended Dietary Allowance (RDA) which includes a variety of offerings students will like and eat.

Special Diet Requirements:

- * Regulations permit substitutions for children with special needs.
- * A statement from a physician supporting a student's condition and prescribed substitution must be submitted to the Child Nutrition Department as soon as diagnosed.
- * A medical statement for food allergies is **required** for each school year.

USDA allows one meal per student for reimbursement.

Adult Breakfast	\$ 2.84	Adult Lunch	\$ 4.84
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BOARD POLICY

The Jefferson Davis County School District, in compliance with USDA (United States Department of Agriculture) regulations and Wellness Policy standards has adopted the following policies in connection with the Child Nutrition Program:

1. CLOSED CAMPUS - Students are not allowed to leave during their lunch break, or are they allowed to send for other purchased food items during lunch. This includes any food related events held prior to 1:00 p.m.

2. NO CARBONATED beverages (packaged in any form) are allowed in the cafeterias under any circumstances by student or adult.

3. Any extra sales offered from the Child Nutrition Department as defined by USDA are: any food items which are nutrient dense, or a part of the daily menu requirement.

- * Milk/milk products (ice cream) must meet USDA standards and are the only extra sales items sold to students without the purchase of a school meal in Middle and High School only.
- * Extra sales for middle/high school students are allowed only after a meal is purchased (in accordance with USDA standards).
- * All schools have to implement the "offer versus serve" provision in which five (5) meal components are offered. Students can choose all 5 of the meal components but must choose a minimum of three (3) meal components in order for it to be considered a reimbursable lunch. Students are offered four meal components at breakfast and may choose all four but must choose at least three components to be considered a reimbursable meal. Students who purchase a tray are allowed to receive extra items. Students who bring their lunch are allowed to purchase milk.
- * All Faculty/Adults who purchase a meal and choose to add an extra entrée will be charged for an additional entrée.
- * Students/Adults may pay cash on a daily basis or payment may be made in advance by the week, month, or year. Balances for unused meals will rollover until funds have been used.

THE FOLLOWING POLICIES ARE STRICTLY ENFORCED IN ACCORDANCE WITH THE JEFFERSON DAVIS COUNTY SCHOOL DISTRICT WELLNESS POLICY:

1. All class celebrations are to be held after breakfast and one hour prior to lunch and after the last lunch period is over.
2. Healthy (nutrient dense) food selections are strongly encouraged for snacks, party food, fundraisers, and all food sales.
3. The sale of candy is discouraged, since it is unhealthy.
4. All food sold must be nutrient dense. (See Wellness Policy for guidance.) The district offers advanced pay methods in addition to daily payment of adult lunch and breakfast prices.

PAYMENT PROCEDURES:

- * Personal checks cannot be cashed.
- * Checks will be accepted for breakfast and lunch sales only.
- * Credit/charge for breakfast and lunch is prohibited.

NOTE :

- * The Child Nutrition Department accepts personal checks for payment of meals; if a check is returned from the bank, for any reason, the check will be re-deposited one time only.
- * All second returned checks will result in loss of checking privileges.
- * All NSF checks must be cleared in a timely fashion or the check will be turned over to the bad check unit of the District Attorney's Office.

Guidance Programs

The district's guidance program is part of the total educational process. School counselors hold the philosophy that all individuals are important, that they are responsible for their own behavior, and that they can plan for their future when given specific assistance. Guidance services are available in each school in the Jefferson Davis County School District. Counselors may help students with personal, educational, or vocational problems. Information is kept in confidence.

School Visitation/Conferences (Blue Chair Policy)

The acronym "Blue" representing Building, Learning, Understanding, and Enthusiasm will be the theme for this proposal. Parents and school patrons are encouraged to visit the schools; however, such visitation must be appropriate and properly scheduled. Teachers are allocated time to meet with parents and parents should contact the principal or assistant principal if they desire a conference.

When a parent is contacted for a conference pertaining to academic or discipline concerns, it is the parent's responsibility to attend the conference in order to benefit the child's progress. (Section 37-11-53)

Classroom visits by school-aged students shall not be allowed in any of the county's schools. Other persons wishing to visit a school or specific **class MUST REPORT TO THE SCHOOL'S ADMINISTRATIVE OFFICE UPON ARRIVAL AND RECEIVE PROPER CLEARANCE. Excessive visitation is discouraged.**

Students with Disabilities Programs

In accordance with the Individuals with Disabilities Education Improvement Act (I.D.E.I. A., 2004), programs for students with disabilities are based on the philosophy that every child be provided the opportunity to participate in a program that is planned, adopted, and conducted with the training and opportunity needed to assume a meaningful place in society.

Special programs are designed to equip each student with the attitudes, skills, abilities, and knowledge that make it possible for students to develop individually. In keeping with this philosophy, the following placements are offered:

Regular classroom, Resource classroom, Full-time special class, Community-based services,

Special school, Residential facility and Home/hospital placement.

Under federal and state regulations, students may be assessed for eligibility under one of the following eligibility categories only:

Mental Retardation, Emotional Disability, Multi-Disability, Orthopedic Impaired, Hearing Impaired, Visually Impaired, Developmentally Delayed, Specific Learning Disability, Other Health Impaired, Speech Language Impaired,

Traumatic Brain Injury, Autism and Deaf-Blind.

The Jefferson Davis County School District Pre-School Program serves children ages 3-5 who qualify as developmentally delayed in two of the following four areas: cognitive, language, motor, social, emotional and self-help. This program follows the same calendar as the regular school program, operates on one-half days, and is located in Bassfield and Prentiss.

Questions regarding this program should be directed to the Exceptional Education Director at 601- 792-5441.

Special and related services are also offered to infants and toddlers who are developmentally delayed. Services are provided in the child's home, daycare center, or other community settings.

Title I Services

Title I funds provide schools with extra resources to help improve instruction and to ensure that children have the same opportunity as other children to meet challenging state academic standards.

Alternative School Programs

The district offers an Alternative School Program in compliance with Section 37-13-92 of the Mississippi Code of 1972. In accordance with state law, a student may be assigned to the alternative school program for a variety of reasons as set forth in said code section. Any compulsory-school-age child whose presence in the classroom, in the determination of the school superintendent or principal, is a disruption to the educational environment of the school or a detriment to the best interests and welfare of the students and teacher of such class as a whole may be placed in the alternative school program. A student may be placed in the alternative school by mutual agreement by parent, principal and alternative principal or through a disciplinary referral process. A student placed in alternative school cannot participate in extra-curricular activities. Any senior who is assigned to the alternative school on the last day of student attendance for the school year will not be allowed to participate in graduation ceremonies.

Textbooks

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

Textbook fines and damage replacement schedule:

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

The superintendent or designee shall establish procedures to support this policy. Policy Code: ICFA- Textbook Policy

Textbooks are furnished for student use. Books are issued at the beginning of the school year and are to be returned at the end of the school year. Parents assume full responsibility for issued textbooks, including the proper care of these books. Book covers should be used in order to protect books from damage. Additionally, books transported in book bags where students carry water bottles or any form of liquid, must be placed in a sealed plastic bag. Students who have books that become wet during the school year will be fined according to the damage of the book. Any book with mold, more than half of the pages wet, or the cover damaged by water, will be fined as if the book is unusable. Students are strongly discouraged from abusing books. ALL BOOK FINES MUST BE PAID BEFORE A STUDENT CAN RECEIVE TEXTBOOKS THE FOLLOWING YEAR.

All textbooks issued to students are the property of the Jefferson Davis County School District.

Health and Immunization Policies

It is imperative that the schools insure that each student is provided with a healthy and wholesome environment for learning. Any student with a communicable illness or infection must be kept at home until the family doctor or health department officer certifies that the student is completely recovered. All students enrolling in kindergarten or 1st grade must present an immunization report issued through a family physician or the health department.

Student Medications at School

Note: As used in this handbook, the term medication shall mean both prescription drugs and "over-the-counter" drugs not requiring a doctor's prescription.

School personnel shall not provide medication, including both prescription and "over-the-counter" medications, to students. However, school personnel may dispense medication provided by parents with written instructions which include the student's name, dosage, and dosage schedule as found on the prescription bottle. School personnel will not deviate from the prescribing doctor's dosage and dosage schedule as written on the prescription bottle. If medication is to be given on a long-term basis, the district form for administering medication at school must be completed before the medication will be dispensed.

For medications that are to be dispensed on a long-term basis, parents/guardians are not to send more than a five-day (5 day) amount of the medication at a time. The school will not store medications in an amount of more than a weekly supply. Regardless of whether or not a student needs assistance in taking such prescription medications, all such medications must be pre-cleared through the principal/assistant principal of the school if the student has the medication in his/her possession on school grounds.

Self-Administration of Medication

1. According to the MS Code, the Jefferson Davis County School Board shall permit the self-administration of medication by a student if the students' parent or guardian:

a. Provides written authorization for self-administration to the school; and

b. Provides a written statement from the student's health care practitioner that the student has asthma and has been instructed in self-administration of asthma medications. The statement shall also contain the following information:

- i. The name and purpose of the medications;
- ii. The prescribed dosage;
- iii. The time or times the medications are to be regularly administered and under what additional special circumstances the medications are to be administered; and
- iv. The length of time for which the medications are prescribed.

2. The statements required in subsection (1) of this section shall be kept on file in the office of the school nurse or school administrator.

3. The parent or guardian of the student shall sign a statement acknowledging that the school shall incur no liability and the parent or guardian shall indemnify and hold harmless the school and its employees against any claims relating to the self-administration of asthma medications.

4. The permission for self-administration of medications shall be effective for the school year in which it is granted and shall be renewed each following year upon fulfilling the requirements of subsections (1) through (3) of this section.

5. Upon fulfilling the requirements of this section, a student with asthma may possess and use asthma medications when at school, at a school-sponsored activity, under the supervision of school personnel or before and after normal school activities while on school properties including school-sponsored childcare or after-school programs.

Jefferson Davis County School District Extra-Curricular and Voluntary Drug Testing Policies

Student athletes, students participating in extra-curricular activities, and students that drive vehicles to school may be subject to drug testing for illegal substances.

* See Jefferson Davis County School District's **Board Policy Manuel- JCDAB:**

- **Random testing**
- **Effects of Positive Results and violations**
- **Voluntary participation**

Head Lice, Pink Eye, Contagious Diseases

Head Lice

If a student is found to have head lice, the parent/guardian will be contacted and notified to come to the school and pick the student up to be taken home. Parents will be required to furnish evidence of treatment and, upon the child's return to school he/she will be checked prior to being allowed to return to the classroom of assignment. The third time the child shows evidence of head lice infestation (including the presence of nits in the child's hair), the child will not be allowed to return to class and the parent/guardian will be required to bring a note from the Health Department. It is imperative that parents/guardians follow instructions for treatment promptly in order that the student may quickly return to school. If evidence exists that the student continues to be infested with head lice, then the student will be removed from the class to prevent spreading the lice to others, and the parent/guardian will be notified. Board policy JGC and JGCC.

Compliance with Compulsory School Attendance Law

In all respects, the district shall comply with the requirements of the Mississippi Compulsory School Attendance Law (hereinafter called MCSAL as set forth in Section 37-13-91 of the Mississippi Code of 1972 and the reporting requirements contained therein. When violations of the MCSAL occur, reports are made to the various county school attendance officers, who are employees of the State Department of Education. The attendance officer's contact number is (601) 792-8330, or you can call the school at 601-943-5391. Board Policy- JBA

Implementation of House Bill No. 1530

House Bill No. 1530, enacted by the legislature during the 2013 Session, is an act to amend section 37-13-91, *Mississippi Code of 1972*, to provide that a compulsory-school age child who is absent more than 37% of the instructional day must be considered absent the entire day.

The Mississippi Department of Education (MDE) is providing points of guidance/interpretation for school districts regarding the legislative intent of MS Code 37-13-91, also known as the Mississippi Compulsory School Attendance Law.

The act also revised the definition of the terms *Minimum School and Average Daily Attendance* as such terms used for determining allocations to school districts under the Mississippi Adequate Education Program (MAEP).

The MDE has interpreted that the intent of House Bill No. 1530 is to calculate 63% of the *individual* student's instructional day, not 63% of a school's instructional day. Each individual student's instructional day will vary based on a local school board's policy for early release of high school students, IEP's, dual credit/dual enrollment, participation in extra-curricular activities, etc.

Implementation of House Bill No. 1530 will required each local school district to do the following:

- Define the instructional day for each school so that the 63% of the *instructional day* can be computed for each student within the school, and
- Determining the process will be simple in grades K-5, but more complex for the middle school and high school students.

In summary, each student must be present for 63% of his or her *individual instruction day* as fixed by the local school board for each school in order to be considered in full-day attendance.

Jefferson Davis County School Board Attendance Criteria for Receiving Course Credit

All students attending a Jefferson Davis County School must attend a minimum of 168 days out of the total scheduled days (180) of school in order for that student to be eligible to receive academic credit for the school year. All absences, other than school activities, those accompanied by a doctor's excuse or due to out of school suspension are counted in the total number of absences allowed. Elementary/Middle/High School absences are counted for EACH class period, and the student must not miss more than one-half of the class to be counted present.

Please note that all excused absences with the exceptions noted above for full credit courses will count toward the 12/6 allowable absences, and for half credit courses 6/3 allowable absences. An absence is excused when there is:

Illness, health reason such as isolation, medical or dental appointment, religious event, court appointment, death of family member, pre-approved travel, education opportunities, absences as approved by Superintendent. Board Policy- JBA and JBAC

Unexcused Absences

An absence is **unexcused** when any of the above excused absences is not applicable. School administrators are authorized to verify the excuses, written or otherwise, and may, in their discretion, determine that an absence is unexcused because the criterion for an excused absence is not present. The Mississippi Compulsory School Attendance Law as set forth in Section 37-13-91 of the Mississippi Code of 1972 defines an "unlawful absence" as an absence during a school day by a compulsory-school-age child, which absence is not due to a valid excuse for temporary nonattendance.

For purposes of attendance, the suspension days will not be counted towards the total days allowed prior to the student losing credit for the class under the district's attendance policy guidelines as set forth above.

For any absence, the student must bring a note from the parent/guardian or doctor to validate the absence and this note must be presented on the day of the student's return to school. This note must state the days missed, the reason for the absence and be signed by the parent/guardian with a telephone number where the parent/guardian can be contacted for verification. In any event, no doctor's excuse will be considered for deduction if it is not presented within three (3) days of the absence. Written notes will not be accepted after 48 hours of the absences. **There will be a limit of 4 parent written notes per semester. Board Policy- JBD**

If a student returns from an absence without a note, the absence will be considered unexcused.

General Procedures

Students/Parents/Legal Guardians are responsible for keeping up with the student's absences.

Once the student exceeds the allowable days, the principal shall be responsible for timely written notification to the student/parent/legal guardian that the student has excessive absences and has lost academic credit. Even after such notification, the student/parent/guardian will continue to be responsible for presenting the required notes for any further absences incurred and such notes will be placed on file to be considered by the District Review Committee should the student/parent/guardian seek a ruling (exception) from the committee.

At the time the principal notifies the student/parent/guardian that the student has excessive absences, the principal shall also provide the proper form explaining procedures for requesting review by the attendance hearing committee. **This form must be completed and returned to the principal within five (5) days.**

If the student/parent/guardian requests a review by the attendance hearing committee, the principal shall immediately forward a copy of the request and all available information, including the principal's recommendation, to the committee chairman. The chairman will be responsible for notifying the student/parent/guardian of the time and date of the review.

Failure to appear at the scheduled time without prior notification to the Superintendent will represent a forfeiture of the review.

The review committee will review all statements, both written and oral, from both the school administrator and the student/parent/guardian and in a closed session will make their determination. In most cases, the committee will present its ruling on the day it hears the individual case. In some situations, the committee may feel it needs additional information and may, in its discretion, continue the matter to a special meeting by arrangement.

Make-Up Work-when students have been absent from classes

It is the student's responsibility upon return to school to request of teachers a list of all work assignments missed during the absence. Students must turn in work within the described limits or receive a zero (0) for the work. Work shall be made up within a reasonable time as agreed upon by the teacher and student but must be completed before the end of the grading period. The length of the absence, the reason for the absence, and the length of the assignments to be made up will all be considered in determining the time allowed to make up the work missed. The ultimate goal is to have the student successfully complete missed assignments within a time that is both fair to that particular student and fair to other students who were in attendance and have completed the assignments within the regularly specified time. Students with disabilities (under I.D.E.A.) must follow the same guidelines for make-up work as other students, unless stipulated on the student's individualized educational plan.

Assignments may be given prior to the child's return to school if the absence is an extended one or in other special circumstances as determined appropriate by the principal.

Absences and Participation in School Sponsored Activities

It shall be the policy of the Jefferson Davis County School Board that students who are absent from school, whether the absence is excused or unexcused, shall not be allowed to participate in any school-sponsored activity occurring on the day and night of the absence. The principal may consider special, extenuating circumstances. Board Policy- JBD

Early Dismissal of Students from School

Students will not leave the school campus or be absent from an assigned class without permission from the principal. Teachers are not authorized to dismiss students from class or from the campus without clearance of an administrator. Dismissal requests from parent/guardians should be presented to the appropriate school office by 8:00 a.m. on the day of the intended dismissal. The decision as to whether the dismissal from classes is excused or unexcused shall rest with the administrator issuing approval for the dismissal.

In order to avoid interruption of class activities (except in emergency situations), parent/guardians should not request dismissal prior to the end of the class period. Special situations or emergencies should be handled through the appropriate administrator's office. Photo Identification may be required.

During State Tests and District Assessments, Jefferson Davis County School District will not release school early on Wednesdays.

Student Check-out Procedure

- Parents or guardian may physically come and pick up student (no phone call check-out will be accepted).
- Photo identification will be required to check a student out.
- No lunch check-outs will be allowed unless a doctor's note is presented upon return.

Student Tardiness and early pick-up

In order to promote the concepts of timeliness and responsibility in students, the following policy shall be followed in regard to tardiness:

* Students are allowed, one (1) unexcused tardy and two (2) excused tardies.

* Students are expected to be in classes promptly. Students are not allowed to be out of class without the permission of the principal/assistant principal.

* Students are allowed sufficient time to pass from one class to the next and should not be tardy except in cases of emergency. If an emergency should arise, the student must get an admittance slip from authorized office personnel. In the event the student needs more than the specified time, the student should report to their class first and obtain the permission of the teacher.

*Work missed due to an unexcused tardy may not be made up.

*A student is tardy to school if the student arrives any time after the tardy bell for first period or after the student's first class begins. Any student who is tardy to school **MUST** be accompanied by a parent/guardian and report to the appropriate administrative office **BEFORE** going to his/her assigned class.

***No student is permitted to enter a class after the tardy bell has rung without an appropriate admittance slip issued through the office.**

*Tardiness due to personal illness, illness in the family, death in the family, or other emergencies may be approved if a written note or telephone call from the student's parent/guardian or the person responsible for bringing the student to school is presented at the time of arrival. Oversleeping, clock failure, missed rides, etc. will not be excused tardies. In all cases, the principal in charge of issuing the admittance slip may in his/her absolute discretion, verify any such note or call. There will be a limit of 4 tardies per semester, afterwards, tardies will not be accepted. The 5th tardy will be placed on the discipline ladder.

*Students in attendance for less than one-half a class period/day will be counted absent for that period/day. **School principals are authorized to determine appropriate management and disciplinary techniques to be used when students are tardy to school or classes. Such discipline may include placement of the student on the district discipline ladder.**

Progress Reporting, Grading, Grade Reporting

A well-planned and competently administered evaluation program is an essential component of the instructional program and regular, informative reporting of student progress to parent/guardians is imperative. Parent/Guardians are strongly encouraged to work with the school when questions arise regarding their child's progress. School personnel will make every effort to schedule appointments with parents/guardians to address such concerns.

Progress Reporting

Teachers make an effort to keep parents regularly informed of student progress. Primarily, this is accomplished by sending student work home for parent review, individual notes from teachers to parents, and conferences with parents. Teachers will send formal notification to parents at the end of the fourth (4th) week of each nine-week term, and a grade report at the end of each 9-week term. Parents are strongly urged to review any progress reports sent by teachers and to request a conference with the teacher if necessary.

Grading Determination

A. A number of factors are used in determining a student's grade, including daily class work, homework, class participation, test grades, promptness in completing work, neatness in preparation of work, special project completion, portfolios, and other factors that allow the teacher to determine the student's level of performance. Many courses follow a class format which emphasizes skills that cannot be measured by paper and pencil work alone but require teacher observation (which includes participation in group work and discussions, following directions, answering questions correctly, being prepared and on time, etc.,) making attendance a factor.

B. Grading Scale

- A 90-100
- B 80-89
- C 70-79
- D 60-69
- F 59 and below

C. There shall be four reporting periods each academic year.

D. All regular education students shall be assessed on the basis of on-grade level work.

E. In graded programs, a minimum of twelve (12) grades with a minimum of 4 test grades shall be recorded in the teacher's grade book for each student in each academic course or at each grade level during each nine-week reporting period unless the Superintendent grants a written exception.

Accelerated and Advance Placement classes will be weighted at the end of the course.

F. Term Exams

1. Formal cumulative tests will be administered at the end of each term.
2. Students must take each term test at its regularly scheduled time (period scheduled). In the case of emergency or illness the student may take the test upon return to school. In the case of any other pre-approved absence, the student must take the test on the day of return. If a student must be absent during the final term tests in May, he/she must return the following week to take the tests missed.
3. Term tests may be optional for students with disabilities according to the students' IEPs.

G. Grade Determination

Nine Weeks Progress Reporting

Forty percent of the student's grade will be based on student evaluation such as daily/weekly tests, unit tests, and special projects. Forty percent of the student's grade will be based on class work, homework, class participation, and other daily work. Twenty percent based on end-of-term exam.

Example:

	Tests	Daily (class and homework)	Term Exam
T1 =	40%	40%	20%
T2 =	40%	40%	20%

$$\frac{\mathbf{T1 + T2}}{2} = \mathbf{S1}$$

2

T3 =	40%	40%	20%
T4 =	40%	40%	20%

$$\frac{\mathbf{T3 + T4}}{2} = \mathbf{S2}$$

2

$$\frac{\mathbf{S1 + S2}}{2} = \mathbf{Final\ Average}$$

2

Semester/Yearly Reporting

The semester grade will be based on the first nine weeks' grade (50%) and the second nine weeks' grade (50%). The yearly grade will be the average of the two semester grades.

- H. Teachers will not assign grades based on student conduct.
- I. Tests may not be given early, unless special permission is given by the principal.
- J. During testing, review periods will count as absences toward the number allowed for exemption.
- K. Teachers are expected to grade work using the criteria of completeness, correctness, and neatness. Student effort toward positive success should be considered.
- L. Graded Assignments and Tests-Grading Across the Continuum

Student assessment practices must afford students with opportunities to score at all levels of the grading continuum (A-F). Evaluation practices shall allow a sufficient number of items to permit a student to satisfy successive grading increments. For example, a test with only five items valued at 20 points each would not be acceptable (unless partial credit for one item was allowed) since the student could not score at all levels one continuum (A-F). All graded assignments or tests must allow the student to achieve a score between 100-0 at all levels of the grading scale.

Note: Grades awarded to students who have been ruled eligible for students with disabilities services and who are actively participating in the district's students with disabilities program(s) shall be based on the attainment of goals and objectives set forth in the student's IEP (Individual Education Plan). Students with disabilities who attend regular classes in order to attempt to receive Carnegie units and who also attend special education classes shall be required to meet the same minimum standards in the regular education classes attended as regular education students who are in the class. Accommodations and/or assistance devices may be used as appropriate.

All Schools and Homebound/Hospital Bound

Any student with a disability who does not meet course requirements, even though adjustments have been made to accommodate the student's disability, may receive a failing grade (F). If it is obvious, however, that the student with a disability cannot function socially, emotionally, or educationally in a regular classroom program, then the student should be removed from the regular class and placed appropriately. The necessary revisions in the student's IEP (Individual Educational Plan) will be made accordingly.

It is important to note that it may be necessary to provide extra assistance to disabled students or make modifications in the regular program of instruction. Regular education teachers and special education teachers must work closely together to insure that all appropriate educational methods, accommodations and modifications, and supplementary aids and services are being used to assist the student with a disability, and the student is placed in his/her least restrictive environment.

Although these modifications may need to be made, the student should be judged to be successful (graded) in the regular classroom based on mastery of the same required content skills as non-disabled students in the class. Caution must be used to reflect mastery of content, not mastery of related skills (i.e. reading)

Alternate Grading, Accommodations, Modifications Policy for Students with Special Needs

In adopting this policy, it is important that all school staff, students, and parents understand the definitions of two important terms, as follows:

A. **“Modifications** are changes in course content, teaching strategies, standards, test presentations, location, timing, scheduling, expectations, student responses, environmental structuring and/or other attributes which provide access for a student with a disability to participate in a course/standard/test which **FUNDAMENTALLY** alter or lower the standard or expectations of the course/standard test (Diana Browning Wright, Teaching and Learning, 2003)”. Any adaptation is allowed that does not change the course curriculum.

B. **“Accommodations** are changes in course content, teaching strategies, standards, test presentation, location, timing, scheduling, expectations, student responses environmental structuring and/or other attributes which provide access for a student with/without a disability to participate in a course/standard/test, which **DO NOT** fundamentally alter or lower the standard or expectations of the course/standard/test (Wright, 2003).

Standard #1: Modifications (changes to curriculum) should rarely be used for any student. If modifications are used for a student with a disability under Individuals with Disabilities Education Improvement Act (I.D.E. I.A. 2004) these should be included in the student’s Individualized Education Plan (IEP).

ESL Program (English as a Second Language)

Jefferson Davis County School District offers the English as a Second Language program (ESL) in grades K-12 to meet the needs of students whose home or first language is other than English. The goal of the ESL program is to increase student access to quality education while providing guidance and support to other professionals within the school community who are involved in the education of English Language Learner (ELL) students.

In order to determine students’ eligibility for the ESL program, all students complete a Home Language Survey when they enter the Jefferson Davis County School District. If this survey indicates use of a language other than English, the students are given an English proficiency test prescribed by the MS Department of Education. When the test indicates less than full proficiency in English, students are scheduled to receive ESL services unless the parents choose that they not participate.

Students enrolled in ESL classes participate to the degree reflected in their level of English proficiency. Those who are in the earlier stages of acquiring English have greater need and will usually have a daily ESL class lasting anywhere from 30 minutes (elementary) to a maximum of 90 minutes (high school). Conversely, ELLs in the advanced stages of English proficiency may have class only 2 or 3 times per week or be assigned to work with an ESL tutor for support with the general education curriculum.

ESL classes are not self-contained, and current best practices indicate that ELL students benefit from spending most of the school day with their Native-English speaking peers in the general ed. classes, where they have greater opportunities to interact with the regular student population. This also fosters a more rapid progression through the stages of acculturation and second language acquisition.

The ESL Program has three sources of funding: JDCSD funds, a part of our federal Title I budget, and federal Title III funds allocated specifically for programs helping ELL students. For additional information contact the district’s ELL Coordinator, Devonshae Harrien, at 601-792-2703.

Grade Reporting

A. At the end of the nine-week term each student will be issued a report which indicates the student's level of performance. Parents are encouraged to review the grade report and to contact the school principal/assistant principal if there are questions and/or concerns.

B. Copies of grade reports shall be kept on file at the school for the current year in which the student attends. Cumulative records shall be maintained from year-to-year in the manner required by the Mississippi Commission on School Accreditation, state and federal law, and Jefferson Davis County School Board policy.

C. Students with disabilities will receive the same progress report as regular education students; however, grade level of performance/achievement will be indicated on the progress report. The grading code for self-contained students with disabilities will be the same as with regular education students.

Exemptions for Semester Examinations

Members of the Senior Class

Students will be exempt from taking the semester exam at the end of the course when the student holds at least an overall 90 average in the individual class at the end of the course. Further, in addition to the grade average required, the student cannot have been absent from the individual class for any reason except school business for more than four (4) days during the semester in semester-type classes or eight (8) days during the year in year-long classes. School business absences shall not be counted against the student. The principal, at his/her discretion can give consideration for bereavement.

NOTE: During testing, review periods will be counted as absences.

*The days missed due to these absences could cause a student to lose semester exam exemption status.

Exemptions and Citizenship

Any student who meets the above exemption requirements shall automatically lose his/her right to exemption in all classes if the student reaches Step 5 or above on the District Discipline Ladder. If a student receives more than two (2) Office Disciplinary Referrals from an individual teacher to the assistant principal/principal that student shall automatically lose any right to exemption in that teacher's class.

Homework Policy Statement

The following shall be the district's policy on homework:

1. Teachers should make assignments according to the needs and interests of students where possible.
2. Major or long-range assignments should be coordinated through the appropriate principal/assistant principal so as to avoid overloads and daily homework assignments should be reasonable and take into account other teachers' assignments or tests so as to not overload the student.
3. Homework will not be assigned on the night preceding Statewide Testing Date.

Promotion and Retention

Promotion in grades 9-12 is based upon completion of the appropriate number of Carnegie units.

Students who are failing or retained, must be taken through Response to Intervention (RTI).

Requirements for Grade Level Classification

In order for a student to be classified in the following grades, the student must meet the following requirements:

Freshman- must have completed 8th grade.

Sophomore- must have a minimum of 6 credits

Junior- must have a minimum of 13 credits

Senior- must have a minimum of 19 credits

Jefferson Davis County School District does not socially promote students.

Promotion/Retention for Students with Disabilities

Students with disabilities will be promoted based upon attainment of IEP objectives and/or placement in an age-appropriate setting as determined by the Students with Disabilities Local Survey Committee, the school's administration and in accordance with state and federal laws and regulations.

Credit Recovery

For students who failed a course 50 or above (ELA, Math, Science or Social Studies), credit recovery will be offered during the summer.

Preventative Measures Prior to SATP

Three-Tiered Intervention Process (RTI)

In order to provide every student in the Jefferson Davis County School District with equitable opportunities, a Three-Tiered Intervention Process has been established at each school in the district. This process will provide an avenue to assist students who demonstrate difficulties within the school environment and is designed to intervene early before problems escalate. The final step is the Teacher Support Team (TST) where a student's needs are thoroughly analyzed and prescriptive steps are established. Administrators, counselors, teachers, parents, and students are all involved in the process. A detailed description is available in each school's principal's office and in The Office of Academic Education.

PRIOR to SATP Scheduling Process

1. Appropriate Foundation courses will be in place in every high school:
 - A. Foundations to Algebra
 - B. MS Studies, World History with components found on US History test, (i.e. Political Cartoons, timelines, terminology)
 - C. Introduction to Biology
2. Whenever possible, foundation course will be immediately preceding SATP course.
3. MAP scores will be examined for low scores.
 - A. Less than proficient in Language Arts, Reading, and Math on MAP will be deemed a low score and the student will be identified in need of remediation.

College Entrance Planning

Students and their parents/guardians are strongly encouraged to discuss college entrance requirements with the high school counselors. A review of such requirements is highly desirable early in the students' high school program (9th grade) so that students meet the entrance requirements for the community college, college, or university of their choice. School counselors can provide the latest information since most institutions of higher learning provide such information to them. **It is the students' responsibility to plan their programs so as to meet any entrance requirements set by the post secondary institution they would like to attend.**

**REQUIRED COURSES IN THE CURRICULUM OF EACH SECONDARY SCHOOL
STANDARD 26**

CURRICULUM AREA	COURSES	UNITS	TOTAL UNITS
ENGLISH	English I English II English III English IV Essentials for College Literacy	1 1 1 1 1	5
MATHEMATICS	Algebra I Geometry Algebra II Essentials for College Math Elective Mathematics Courses	1 1 1 1 ,	5
SCIENCE	Biology I Chemistry Physics1 Elective Science Courses 2	1 1 1 32	6
SOCIAL STUDIES	U.S. History U.S. Government Mississippi Studies World History Economics Intro to Geography	1 ½ ½ 1 ½ ½	4
TECHNOLOGY OR COMPUTER SCIENCE	Any one credit from the following: Technology Foundations; Information and Communication Technology (ICT) II; Science, Technology, Engineering, and Mathematics (STEM); or ½ Keyboarding and ½ Computer Applications Keystone; Information and Communication Technology; Project Lead The Way (PLTW) Computer Science Essentials; PLTW Introduction to Computer Science; PLTW Introduction to Engineering; Exploring Computer	1	1

	Science; Cyber Foundations I; Cyber Foundations II; Computer Science and Engineering; AP Computer Science Principles		
HEALTH/PHYSICAL EDUCATION		Contemp Health	$\frac{1}{2}$
Physical Education			$\frac{1}{2}$
Physical Education			1
THE ARTS	Any approved 500.000 course	1	1
FAMILY & CONSUMER SCIENCE	Family Dynamics	$\frac{1}{2}$	$\frac{1}{2}$
CAREER & TECHNICAL	Any combination of courses 4	4	4
ADVANCED PLACEMENT <small>5, 6</small>	At least one (1) advanced placement course in each of the four (4) core areas. AP course in Mathematics AP course in Science AP course in Language Arts AP course in Social Studies	1 1 1 1 	5, 6 5, 6 5, 6 5, 6
ELECTIVES	Foreign Language (IHL) or Advanced World Geography (IHL) Any other Elective	1 $\frac{1}{2}$	1½
TOTAL UNITS REQUIRED			33½

APPENDIX B (Continued)
REQUIRED COURSES IN THE CURRICULUM OF EACH SECONDARY SCHOOL
STANDARD 26

Effective Beginning School Year 2014-2015

¹Includes Physics, AP Physics B, AP Physics C—Electricity and Magnetism, and AP Physics C—Mechanics.

²Two (2) of the three (3) elective science units may be offered through the following courses: Introduction to Agriscience, Concepts of Agriscience, Science of Agricultural Plants, Science of Agricultural Animals, Science of Agricultural Environment, Healthcare & Clinical Services I & II, Aquaculture I & II, Forestry I & II, Horticulture I & II, Agriculture and Natural Resources I & II, and Robotics/Engineering I & II.

³One-half ($\frac{1}{2}$) unit in Financial Technology, one-half ($\frac{1}{2}$) unit in Resource Management, or one-half ($\frac{1}{2}$) unit in National Endowment for Personal Finance may be offered in lieu of one-half ($\frac{1}{2}$) unit in Personal Finance.

⁴Includes Agriculture; Business Technology; Cooperative and Marketing Education; Family and Consumer Sciences; Health Education; Home Economics, Lodging and Hospitality; Technology Education; and Trade and Industrial.

⁵A school offering the International Baccalaureate program is exempted.

⁶Distance learning, approved on-line vendor courses, or approved MS Virtual Public School courses may be used as an appropriate alternative for the delivery of these required Advanced Placement (AP) courses.

All Courses offered by the District will be grouped for weighted purposes into one of three categories:

- 1. General Education – 4.0 scale**
- 2. College Preparatory – 4.5 Scale**
- 3. Advanced Placement – 5.0 Scale**

Note: In order to receive weighted credit for dual enrollment courses, students must complete non-remedial core courses. Core courses would be the History, Math, Science, and English areas.

Jefferson Davis County School District

**WEIGHTED GRADE POINT AVERAGE
GRADE POINT EQUIVALENT BEGINNING 2010-2011**

Number Grade	General Education	College Preparatory	Advanced Placement/Dual Enrollment
100	4.0	4.5	5.0
99	3.9	4.4	4.9
98	3.8	4.3	4.8
97	3.7	4.2	4.7
96	3.6	4.1	4.6
95	3.5	4.0	4.5
94	3.4	3.9	4.4
93	3.3	3.8	4.3
92	3.2	3.7	4.2
91	3.1	3.6	4.1
90	3.0	3.5	4.0
89	2.9	3.4	3.9
88	2.8	3.3	3.8
87	2.7	3.2	3.7
86	2.6	3.1	3.6
85	2.5	3.0	3.5
84	2.4	2.9	3.4
83	2.3	2.8	3.3
82	2.2	2.7	3.2
81	2.1	2.6	3.1
80	2.0	2.5	3.0
79	1.9	2.4	2.9
78	1.8	2.3	2.8
77	1.7	2.2	2.7
76	1.6	2.1	2.6
75	1.5	2.0	2.5
74	1.4	1.9	2.4
73	1.3	1.8	2.3
72	1.2	1.7	2.2

71	1.1	1.6	2.1
70	1.0	1.5	2.0
69	.9	1.4	1.9
68	.8	1.3	1.8
67	.7	1.2	1.7
66	.6	1.1	1.6
65	.5	1.0	1.5
64	.4	.9	1.4
63	.3	.8	1.3
62	.2	.7	1.2
61	.1	.6	1.1
60	.09	.5	1.0

All Courses offered by the District will be grouped for weighted purposes into one of three categories:

1. General Education – 4.0 scale
2. College Preparatory – 4.5 Scale
3. Advanced Placement – 5.0 Scale

Note: In order to receive weighted credit for dual enrollment courses, students must complete non-remedial core courses. Core courses would be the History, Math, Science, and English areas.

Mississippi Diploma Options

Begins with incoming freshmen of 2018-2019

Requirements

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

Recommendations

- For early graduation, a student should successfully complete an area of endorsement.
- A student should take a math or math equivalent course the senior year.

Requirements

- The Alternate Diploma is not equivalent to a traditional high school diploma and is not recognized by postsecondary entities that require a traditional high school diploma.
- All students are required to participate in the Mississippi Assessment Program-Alternate Assessment (MAAP-A) with a score TBD.

- Students who have met the criteria on their IEP for having a Significant Cognitive Disability (SCD) may participate in a program of study to earn the Alternate Diploma.

TRADITIONAL DIPLOMA OPTION ALTERNATE DIPLOMA OPTION

Begins with incoming freshmen of 2018-2019

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

March 2018

Traditional Diploma Endorsement Options

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

CAREER AND TECHNICAL ENDORSEMENT

English 4 • English I • English II

Mathematics 4 • Algebra I

Science 3 • Biology I

Social Studies 3½ • 1 World History

- 1 U.S. History

- ½ U.S. Government

- ½ Economics

- ½ Mississippi Studies

Physical Education ½

Health ½

Arts 1

College and Career Readiness 1

- Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.

Technology or Computer Science 1

CTE Electives 4 • Must complete a four-course sequential program of study

Additional Electives 3 ½

Total Units Required 26

Additional Requirements

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

ACADEMIC ENDORSEMENT

English 4 • English I • English II

Mathematics 4 • Algebra I + two (2) additional math courses above

Algebra I

Science 3 • Biology I + two (2) additional science courses above Biology I

Social Studies 3½ • 1 World History

- 1 U.S. History

- ½ U.S. Government

- ½ Economics

- ½ Mississippi Studies
- Physical Education ½
- Health ½
- Arts 1
- College and Career Readiness 1
- Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
- Technology or
- Computer Science 1
- Additional Electives 7 ½
- Must meet 2 advanced electives of the CPC requirements for MS IHLs

Total Units Required 26

Additional Requirements

- Earn an overall GPA of 2.5.
- Courses must meet Mississippi IHL college preparatory curriculum (CPC).
- Earn Mississippi IHL and community college readiness benchmarks (ACT sub scores 17 English and 19 Math as approved by postsecondary for nonremediation at most community colleges and IHL college-ready courses in senior year, or the SAT equivalency subscore).
- Earn two additional Carnegie Units for a total of 26.
- Must successfully complete one of the following:
 - .. One AP course with a C or higher and take the appropriate AP exam
 - .. One Diploma Program-IB course with a C or higher and take the appropriate IB exams
 - .. One academic dual credit course with a C or higher in the course

DISTINGUISHED ACADEMIC ENDORSEMENT

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

Total Units Required 28

Additional Requirements

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

Graduation Requirements

Each student graduating from a secondary school in an accredited school district will have earned the required Carnegie units as specified in the following listings. Contents of each required and elective course must include the core objectives identified in the Mississippi Curriculum Structure and *Accreditation Standard 20 of the Mississippi Public School Accountability Standards*. Enrollment in on-line and correspondence courses must have prior approval granted by the principal. No more than one (1) of the minimum required number of units may be earned through completion of an approved correspondence course.

The Jefferson Davis County School District is an accredited school district. Therefore, course offerings and course content are in compliance with the Mississippi Public School Accountability Standards. Further, the Jefferson Davis County School District requires above-the-minimum number of Carnegie units for graduation; therefore, students must select additional elective programs to meet Jefferson Davis County School District graduation requirements.

Senior projects are mandatory.

Mississippi High School Graduation Pathways

The Mississippi High School Graduation Pathways on page 34 applies to students who entered 9th grade **PRIOR** to the 2018-2019 school year.

Mississippi High School Graduation Pathways

Career Pathway Option* 21 Credits***		Traditional Pathway Option* 24 Credits Minimum		District Option** 21 Credits Minimum		MS Early Exit Exam Option**** <small>(Applies only to students in a State Board of Education (SBE) approved Innovative Program)</small> 17.5 Credits Minimum	
Graduation Requirements	Required Courses	Graduation Requirements	Required Courses	Graduation Requirements	Required Course	Graduation Requirements	Required Courses
4 Credits of English 3 Credits of Math 3 Credits of Science 3 Credits of Social Studies 0.5 Credit of Health/ Physical Education 1 Credit of Integrated Technology 4 Credits of Career and Technical Education Electives 2.5 Credits of Electives	English I, English II Algebra I Biology I 1 U.S. History 0.5 U.S Government 0.5 Mississippi Studies 0.5 Comprehensive Health 0.5 OR Physical Education Technology Foundations, ICT, 9th STEM, or Computer Applications and Keyboarding From Student's Program of Study	4 Credits of English 4 Credits of Math 4 Credits of Science 4 Credits of Social Studies 0.5 Credit of Health 0.5 Physical Education 1 Credit of Business & Technology 1 Credit of Art 5 Credits of Electives	English I, English II Algebra I Biology I 1 U.S. History 1 World History 0.5 Geography 0.5 Economics 0.5 U.S Government 0.5 Mississippi Studies 0.5 Comprehensive Health Technology Foundations, ICT, 9th STEM, or Computer Applications and Keyboarding	4 Credits of English 4 Credits of Math 3 Credits of Science 3 Credits of Social Studies 0.5 Credit of Health 1 Credit of Business & Technology 1 Credit of Art 4.5 Credits of Electives	English I, English II Algebra I Biology I 1 U.S. History 1 World History 0.5 U.S Government 0.5 Mississippi Studies 0.5 Comprehensive Health Technology Foundations, ICT, 9th STEM, or Computer Applications and Keyboarding	2 Credits of English 3 Credits of Math 2 Credits of Science 2.5 Credits of Social Studies 1 Credit of Health & Physical Education 1 Credit of Business & Technology 1 Credit of Fine Art 5 Credits of Electives	English I, English II Algebra I Biology I 1 U.S. History 1 World History 0.5 U.S Government 0.5 Mississippi Studies OR approved SBE equivalent courses 0.5 Comprehensive Health 0.5 Physical Education Technology Foundations, ICT, 9th STEM, or Computer Applications and Keyboarding Electives should align with postsecondary admission standards.

Individual Career and Academic Plan (iCAP)

Each student in Mississippi schools must have an iCAP that is personalized to meet his or her educational and career goals. Students who choose the Career Pathway Option must complete 4 career and technical education units and 2.5 elective units specified in the students iCAP.

Subject Area Tests

The Subject Area Testing Program (SATP) consists of four academic, end-of-course tests (Algebra I, Biology I, English II, and U.S. History from 1877). A passing score in each of the four subject-area tests is required.

* Career and Traditional Pathway Options are State Board required.

** District Pathway is a local decision.

*** The Career Pathway Option is available for all students beginning in 2011-2012

**** The Mississippi Early Exit Diploma indicates that students are ready to do college level work without remediation and opens up a variety of educational and career pathways within and beyond high school. In order to qualify for a Mississippi Early Exit Diploma, in addition to earning the Carnegie Units listed, students must meet college and career qualification scores in *all* core content areas on a series of End of Course (EOC) exams and/or the required benchmarks for college readiness on the ACT or Institution of Higher Learning (IHL) approved college entrance exam.

Other Important Information Regarding Graduation

1.

Descriptor Term: Additional Assessments Options for Meeting End-of-Course Subject Area Test Graduation Requirements

Code: 3804

Adoption Date: July 15, 1988

Revision: September 15, 2000, July 18, 2003, February 20, 2004, May 18, 2012, January, 2014

State Board Policy 3803, *Assessments Required for Graduation*, outlines the end-of-course subject area test graduation requirements. State Board Policy 3804 provides approved options for students to meet these high school end-of-course subject area test graduation requirements through approved alternate measures. State Board Policy 3804 applies to past, current, and future Mississippi students.

While it is possible that a student will meet one of the options below before taking the subject area test, this policy states that a student is eligible to use any of these options once he or she has failed to pass any required end-of-course subject area test **two times**. Specifically, students may meet the graduation requirement outlined in State Board Policy 3803 by attaining any one of the measures outlined below for each of the subject area tests listed.

1. Algebra I

- a. Obtain a score of **17** or higher on the Math subject subscore of the ACT.
- b. Earn a C or higher in an entry level, credit-bearing dual enrollment/dual credit /college credit course with a MAT prefix.
- c. Obtain an ASVAB AFQT score of 36 **plus one** of the following:
 - 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 and outlined in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.
- d. Obtain the *Silver Level* on the ACT WorkKeys **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.

2. Biology I

- a. Obtain a score of **17** or higher on the Science subject subscore of the ACT.
- b. Earn a C or higher in an entry level, credit-bearing dual enrollment / dual credit / college credit course with a BIO prefix.
- c. Obtain an ASVAB AFQT score of 36 **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.
- d. Obtain the *Silver Level* on the ACT WorkKeys **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.
3. English II
- a. Obtain a score of **17** or higher on the English subject subscore of the ACT.
 - b. Earn a C or higher in an entry level, credit-bearing dual enrollment / dual credit / college credit course with an ENG prefix.
 - c. Obtain an ASVAB AFQT score of 36 **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.
 - d. Obtain the *Silver Level* on the ACT WorkKeys **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.
4. U.S. History
- a. Obtain a score of **17** or higher on the reading subject subscore of the ACT.
 - b. Earn a C or higher in an entry-level credit-bearing dual enrollment / dual credit / college credit course with a HIS prefix
 - c. Obtain an ASVAB AFQT score of 36 **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.
 - d. Obtain the *Silver Level* on the ACT WorkKeys **plus one** of the following:
 - 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 and in **Appendix A-5** in the current edition of the *Mississippi Public School Accountability Standards*.

Source: MS Code 37-17-6 and 37-16-7 (Adopted 01/2014)

**Graduation Options Quick Reference Chart for the
Subject Area Testing Program Requirements**

Assessment Options	Algebra I	Biology I	English II	U.S. History
ACT	17 (ACT Math Sub Score)	17 (ACT Science Sub Score)	17 (ACT English Sub Score)	17 (ACT Reading Sub Score)
Dual Credit/ Dual Enrollment/ College Credit	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

Notes:

-ACT sub-scores resulting from State-Allowed Accommodations **can** be used for graduation options, but the scores are non-college reportable.

-ACT sub-scores resulting from Residual ACT Testing **cannot** be used for graduation options.

The Graduation Options listed below are applicable to any Subject Area Testing Program assessment.

ASVAB + MS-CPAS or Industry Certification	<p>Must have an ASVAB AFQT score of 36 plus one of the following:</p> <ol style="list-style-type: none"> 1. CPAS score that meets the attainment level assigned by Federal Perkins requirements (Year 1 and 2 combined for an average of 60 or above) OR 2. Industry certification attainment based upon industry standards (only MDE approved certifications may be used)
ACT WorkKeys + MS-CPAS2 or Industry Certification	<p>Must have a WorkKeys Silver Level plus one of the following:</p> <ol style="list-style-type: none"> 1. CPAS score that meets the attainment level assigned by Federal Perkins requirements (Year 1 and 2 combined for an average of 60 or above) OR 2. Industry certification attainment based upon industry standards (only MDE approved certifications may be used)

Reference: State Board Policy 3804

Effective: February 21, 2014

Updated: September 30, 2014

2. A student seeking participation in graduation exercises must complete all requirements by the day following the last senior exam day.
3. Senior projects are optional and based on the administrator's discretion.
4. If a student classified as a senior transfers into the school district during the senior year and is unable to complete all graduation requirements, the high school shall make contact with the transfer school and attempt to arrange graduation for the student from the transfer school.
5. If a student classified as a senior who has been enrolled in the district for at least one (1) year transfers during the senior year and is unable to meet the receiving school's minimum units credit required for graduation, the Jefferson Davis County School District will award the diploma upon receipt of a transcript from the receiving school showing completion of the local school district's requirements for graduation and verifying that the student did not receive a diploma from the transfer school.
6. No high school in the Jefferson Davis County School District will deliver a diploma (signed or unsigned) to a student if he/she fails to meet all of the requirements set forth herein. Further a student who fails to meet all stated requirements is not permitted to participate (walk or sit with the class) at graduation.
7. Any senior who is assigned to the alternative school on the last day of student attendance for the school year will not be allowed to participate in graduation ceremonies.
8. Only students currently enrolled in May in a Jefferson Davis County School District high school may participate in graduation ceremonies.
9. The last year of attendance (regular or early graduation) will be considered the senior year and all senior requirements must be met.
10. All graduating seniors will wear school stoles. Club and achievement pins may be worn on the stole at graduation. These pins may be purchased through the respective school sponsors.
11. Honors and Special Honors graduates will wear cords.

Full Day for Seniors

Seniors will be limited to one period of early dismissal and will be allowed early dismissal only with the following:

- * Dual enrollment
- * Internship
- * School to Work
- * Advance Placement
- * It's the administrator's discretion and, if student is in good standing

Policy for Dual Enrollment/Dual Credit

Seniors who wish to enroll in a college course during regular high school hours and juniors who wish to enroll in a college course after regular high school hours must meet the following requirements:

- * Pre-register as a rising senior at the end of the junior year/rising junior after the sophomore year;
- * Be pre-approved by the high school principal;
- * Meet all requirements for dual enrollment for the institution in which enrolling;
- * Meet with the high school counselor to determine if the course meeting times are compatible with the high school schedule.

Dual credit may also be earned for these courses. For complete information, seniors/juniors should see the counselor at his/her high school.

Dual credit may be paid by the school district upon approval of the Superintendent, if funds are available.

Mississippi Virtual School- On-Line Courses

Available courses and criteria listed in counselors' office.

Graduation Options for Students with Disabilities

Effective beginning with the 2017-2018 school year, Jefferson Davis County School District students with disabilities (under Public Law 105-17, Individuals with Disability Education Act) will have two graduation options, as follows:

1. Students with disabilities may enroll in an academic course of study aimed at obtaining a Standard High School Diploma.
2. Students with disabilities may obtain a Graduation Certificate of Completion as specified in the Mississippi Code 837-16-11.

Graduation Honors-Selection

The Valedictorian shall be that student who holds the highest overall 5.0 (QPA) Quality Point Average (“including weighted”) computed from academic grades earned from the time the student enters the eight grade class through the end of the third nine weeks grading period of the senior year. The Salutatorian shall be designated as that student holding the second highest grade point average (“including weighted”) computed from all grades earned from the time the student enters the eight grade class through the end of the third nine weeks grading period of the senior year. An overall grade point average (“including weighted”) of 3.50 or above shall graduate with Special Honors; and those having an overall grade point average (“including weighted”) of 3.00-3.49 shall graduate with Honors, both distinctions to be computed from academic grades earned from the time the student enters the eight grade class through the end of the third nine weeks term of the senior year. All GPAs will be rounded to the nearest 100th for the purpose of class rank. **Selected advanced courses may be weighted. The student should consult with the administration of the particular school of attendance for detailed information regarding the weighted courses. In order for the student to be considered for Valedictorian or Salutatorian selection at the attendance center from which he/she plans to graduate, then the student must have been in full-year attendance at that school during the 11th and 12th grades. Such attendance requirement shall not apply to students seeking to graduate with honors.**

Honor Graduate Recommendations

Honors ~ 3.00-3.49

Special Honors~ 3.50 or above

NOTE: A academic courses will NOT include physical/band education, for the purpose of determining Grade Point Average beginning with the first credit earned.

**Jefferson Davis County School District
WEIGHTED GRADE POINT AVERAGE
SAMPLE COMPUTATION**

TOTAL NON-WEIGHTED GPA

**GPA Conversion
Prior to 2010-2011**

93-100 = 4.0

85-92 = 3.0

75-84 = 2.0

70-74 = 1.0

**GPA Conversion
Beginning 2010-2011**

90-100 = 4.0

80-89 = 3.0

70-79 = 2.0

60-69 = 1.0

TOTAL WEIGHTED GPA

Course	Level	Mark	Credit	Grade Point 4.0 Scale	Grade Point Weighted Scale
AP English Lit	AP	95	1	4	4.5
Physics	CP	96	1	4	4.1
Economics	G	95	½	2	1.75
US Gov't	G	98	½	2	1.90
French I	CP	96	1	4	4.1
Band	G	99	1	4	3.9
			Totals	20	20.25
			GPA	4.0	4.050

1. Class Rank will be computed by adding the totals of grade points earned in each course and divided by the total number of courses attempted throughout grades 8 -12. Semester courses receive one-half credit and one half value of grade points.

HONORS	3.00 – 3.49
SPECIAL HONORS	3.50 or above

Student Dress Code

JEFFERSON DAVIS County School District has a uniform dress code policy. Students may wear white, royal blue, or gray polo type shirts; OR JEFFERSON DAVIS COUNTY SCHOOL DISTRICT SPIRIT SHIRT with khaki, black or navy pants. Pants must be sized to fit. For example, if a child wears a 36' in the waist, he or she can wear up to a 38' pant size. Students attending school in the Jefferson Davis County School District must wear clothing that is comfortable, clean, in good repair, and school-appropriate. Clothing, hair, and other items that students wear to school must not disrupt the educational process nor create any form of school disturbance. Apparel representing high schools other than JDCHS will not be allowed or worn.

*** Backpacks: Clear or Mesh required for scholars in grades 6th – 12th. Sports bags must be clear/or mesh.**

* No student will be allowed to wear any type of clothing that in the opinion of the administrator is too revealing, suggestive, provocative or otherwise inappropriate. An example is clothing that reveals skin in the midriff area or cleavage.

* Appropriate undergarments for students must be worn at all times and may not be visible.

*Students who are dressed inappropriately may be given the opportunity to change clothes, or allowed to call the parent/guardian to bring a change of clothes that conforms to the dress code. If the parent/guardian cannot be contacted and the student does not wish to change clothes, the student will be removed from regular classes and be assigned to an alternative location until such time as the parent/guardian can be contacted. The student will be placed on the appropriate step of the discipline ladder.

* Students are required to wear garments as they are intended to be worn and in such a manner that is appropriate for school. Pants must be worn at the waist, have belt loops, and a belt must be worn. No jogging pants. **Under no circumstances will excessively baggy, low-riding pants or oversized shirts or sweatshirts be allowed (An oversized shirt is defined as bottom of shirts cannot hang below the wrist). The shirt must be tucked in during school and after school functions as well; for example, games etc.**

*Students in grades 9-12 are allowed to wear walking shorts not to exceed five inches (5") above the top of the knee.

* All shorts must be hemmed. All other apparel will be no more than four inches (4") above the top of the knee. Slits in dresses and skirts must meet the four-inch requirement.

* Shoes must be worn at all times. Shower shoes, house shoes, open toe and flip flops will not be allowed. If shoes are to be laced up with shoelaces, they must be worn, laced and tied up at all times.

* Marking of eyebrows are not allowed

* Hats, caps, sun visors of any kind or sunglasses will not be allowed on campus. No garments may be worn on the head in school buildings (hoods, etc.) ***Student may wear hoodie of choice. Hoodies will not be worn inside the building. If a student wears a hoodie on the inside of a building, he/she will be placed in ISS (In-School Suspension) up to 1 day.**

*Earrings must be worn in the ear(s) only. **For student safety, no other body or facial piercing with studs,** rings or other jewelry is permitted. No tongue studs will be allowed.

*Hair must be well groom.

*All inappropriate tattoos must be covered.

*Zero tolerance for bandanas/bandanas are not allowed

* Earbuds are not permitted to be worn in the ear on campus. Smart Watches are not permitted. Violation will lead to confiscation of the earbuds and smart watch, and the return of the smart watch and earbuds will be in line with cell phone return policies.

Jefferson Davis County dress code has been adopted for school hours and after school hours/functions such as games etc.

In all instances, the appropriateness or inappropriateness of school uniforms will be determined by school administrators, considering the style or manner in which the clothing is worn or the fit.

Jefferson Davis County School District Disciplinary Policies and Procedures

Discipline Policy

It is the goal of the Jefferson Davis County School District to maintain a safe and orderly climate where all students feel secure in a positive learning environment. Every effort is made to develop and maintain harmonious

relationships between students and school staff based upon mutual respect and understanding. The basic objectives of the Jefferson Davis County School District's discipline policy are:

- (1) To establish conditions under which no student will be permitted to prevent any teacher from teaching or any student from learning
- (2) To establish and maintain study conditions that are conducive to learning
- (3) To develop, on the part of each student, the habits and skills that make him/her self-directive and to help him/her realize that he/she is responsible for his/her own behavior
- (4) To guide students in learning how to make better behavioral choices based on decision-making skills that enable them to become self-disciplined

As required by Mississippi law, any parent, guardian or custodian of a compulsory-school-age child enrolled in a school district who refuses or willfully fails to attend a discipline conference specified in the discipline section may be summoned by proper notification by the superintendent or the school attendance officer and be required to attend such discipline conference.

Any parent, guardian or custodian of a compulsory-school-age child who (a) fails to attend a discipline or academic (Section 37-11-53) conference to which such parent, guardian or custodian has been summoned under the provisions of the discipline section, or (b) refuses or willfully fails to perform any other duties imposed upon him or her under the provisions of the discipline sections, shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed \$250.00

Disciplinary measures/punishment may follow student failure to conform to accepted standards of behavior in the school.

Disciplinary actions as outlined in the steps on the discipline ladder will be taken as a result of the following student misbehavior: (1) refusal to follow instructions from faculty members; (2) profane language; (3) failing to identify oneself when asked to do so by a member of the faculty; (4) insolent, contemptuous, or belligerent behavior or remarks; (5) a violation of other disciplinary rules or regulations or other good cause. (6) The Board has special concerns about harassment of students or teachers by other students and considers this an offense which may result in serious disciplinary action.

Monitoring devices (cameras) are placed in school buildings and in other school campus locations including classrooms to provide one source of observation for school officials to help with the maintenance of discipline and safety practices. School officials are authorized to utilize video/audio taping of school property to assist in the supervision for student conduct and safety.

Suspension Procedures

When a principal/assistant principal or other certified administrator determines that a suspension should be invoked against a student due to the student's misconduct, as authorized under Section 37-9-71 Mississippi Code of 1972, the following procedures/guidelines will be applicable. These guidelines are applicable to out-of-school suspension or suspension of bus riding privileges that remove the student from the school setting, deny such student from attending school or school activities during the normal school day, or deny the student to ride a school bus to and from school:

1. A principal/assistant principal may suspend a student for a period not to exceed ten (10) school days.
2. Any suspension over ten (10) days will go to the discipline committee, and/or a manifestation determination will be completed.
3. If the student is to be suspended immediately during normal school hours, the parent/guardian will be contacted to pick their child up immediately.
4. For any suspension, the principal/assistant principal will require a re-admission conference with the parent/guardian prior to the student being re-admitted to school or school activities.
5. **At the time the administrator invokes a suspension against a student, a written notice will be provided to the student/parent/guardian. A copy of the district's suspension form will be given to student/ parent/guardian within 24 hours of the suspension action. The form will state the reason for the suspension, the duration/dates of the suspension, the student's action to deny or admit the infraction noted.**
6. Suspended students are not permitted to enter upon school grounds or to attend any school activity during the time of the suspension.

Student Suspension from School

Section 37-9-71, Mississippi Code of 1972, Annotated as amended, recites as follows:

The superintendent of schools and the 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 3711-29, on the road to and for 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 a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole, 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. However, such action of the superintendent or principal shall be subject to review by and approval or disapproval of the school board. If the parent, guardian, or other person having custody of any child shall feel aggrieved by the suspension or dismissal of that child, then such parent, guardian, or other person shall have the right to a due process hearing. The appropriate superintendent/principal shall advise the parent or guardian of the child of this right to a hearing and the proper form shall be provided for requesting such a hearing.

Suspension and Students with Disabilities

In accordance with the Individuals with Disabilities Education Improvement Act (IDEA, 2004 amendment):

1. Students with disabilities must not receive serial (back-to-back) suspensions.
2. Suspensions totaling over 10 days per school year are considered a change in placement, and parents must be notified and a functional behavior plan must be completed by the district's positive behavior specialist.
3. Suspensions involving drugs or weapons or serious bodily harm/threat require the IEP committee to conduct a manifestation determination review to decide if the behavior was a manifestation of the child's disability.
4. In incidents involving student drug or weapon possession or serious bodily harm/threat, a student may be expelled from school or receive educational services through an Interim Alternative Placement for 45 school days.
5. Students suspended for more than 10 total school days are entitled to continued special educational services, regardless of his/her recommended placement.

Due Process: Appeals of Disciplinary Actions

In order to preserve a student's rights and the protection of due process of law, any student shall be given the opportunity for a hearing before appropriate school district officials should he/she or his parent/guardian desire to have a hearing. (Differences, disputes, and conflicts between students and staff are usually civil matters and not criminal ones.) When a student and/or his/her parent/guardian are dissatisfied with a disciplinary decision imposed by school staff, then the student and/or his/her parent/guardian may appeal. There is a defined method and protocol to the appeals procedure. The following is the step-by-step procedure to be used for appealing decisions/actions of school district personnel:

1. If the appeal concerns an action by a teacher, the appeal is to first be made to the teacher's supervising principal.
2. If the appeal concerns an action by a principal, then the initial appeal should be made to that administrator.
3. If, after Step 2 no consensus is reached, the appeal may be made to the District Discipline Committee. The District Discipline Committee will render its decision in the matter and submit the same to the Superintendent. The Superintendent is authorized to accept, reject, and/or modify the decision of the Committee.
4. If, after Step 3 no consensus is reached, the student or his/her parent/guardian may make written request for appeal to the Board of Education. This request must be made through the use of the proper request form, which is available in the Office of the Superintendent. The Board, in its sole and absolute discretion, will determine whether or not the appeal has merit to be heard by the Board. If so, it will be heard in the form of a written report by the Discipline Committee. If the Board determines that the report by the Disciplinary Committee is final, then such an appeal request will be denied and the student and/or his/her parent/guardian shall be notified in writing by the District Office.

Appeal of Suspension Decision/Due Process

If a student/parent/guardian is aggrieved by the suspension decision of the administrator, the student/parent/guardian may appeal the decision in accordance with the following guidelines approved by the Board of Education:

1. For appeal of suspensions lasting from 1-5 school days as invoked by principals/assistant principals, the student/parent/guardian may appeal to the principal. The decision of the principal shall be final.
2. For appeal of suspensions lasting from 6-10 days as invoked by a principal/assistant principal, approved by the principal and authorized by the District Office, the appeal may be made to the District Discipline Committee. The decision of the District Discipline Committee and the superintendent will be final.

3. For appeal of suspensions lasting more than 10 days, appeal may be made to the Board of Education.
4. All requests or all appeals must be made in writing.
5. Failure to appear at the scheduled time without prior notification to the superintendent/assistant superintendent will represent a forfeiture of the review.
6. If the decision of the committee is to uphold the principal's decision, then the student will be required to fulfill said disciplinary action.

District Discipline Committee

The District Discipline Committee is directed by the Superintendent or a designee, who shall organize, chair, and direct the procedural matters connected with the operation of the committee. This committee will be composed of individuals appointed by the Superintendent. The committee will meet on a regular basis to hear student matters as necessary under the guidelines of the district's discipline plan and appeals procedures. Upon completion of the committee's responsibilities, the Superintendent shall be notified of the committee's decision. The Superintendent shall have authority to accept, reject, and/or modify the decision of the committee.

Searches by School Officials

Use of Drug Dogs in the Schools by Law Enforcement

The threat of or the use, possession, and sale of illegal drugs must be prohibited at the schools of the district. The Board recognizes that law enforcement officials make use of specially trained canines to detect the presence of illegal drugs.

Searches-Generally

The Fourth Amendment to the U.S. Constitution and Article 3, §23 of the Mississippi Constitution provide all people with the right to be secure in their persons, houses, papers, and effects against unreasonable searches. However, circumstances will arise where searches of students' persons, possessions, lockers, desks, and vehicles will be necessary. Administrators have the authority and obligation to exercise discretion in the implementation of this policy, balancing the district's responsibility to maintain discipline, order, and a safe environment conducive to education with the students' legitimate expectation of privacy.

Searches Permitted

All searches must be pre-approved by the Superintendent, principal, assistant principal, or acting principal. No other district employee may authorize a search except where an emergency situation exists.

At least two (2) district employees must be present while a search is conducted. If, in the discretion of the administrator or employee conducting the search, the search is particularly intrusive, the person conducting the search and the witnesses, or at least one of them, should be the same sex as the student.

No student other than the student who is the subject of the search may be present during the search. All searches must be reasonable in scope. Searches are permitted as follows:

1. **Person, Possessions, Lockers**: Searches of a student's person, possessions or lockers may be conducted if a district employee has prior individualized reasonable suspicion that a student has violated or is violating a district policy, school rules or regulations or the law and that the search will result in discovery of evidence of such violation.
2. **Desks, Other School Property**: Searches of desks and other school property (except lockers) may be conducted at any time, with or without reasonable suspicion of a violation.
3. **Vehicles**: Searches of vehicles driven to school by or for students may be searched by visual inspection with or without reasonable suspicion of a violation. If a visual search results in individualized reasonable suspicion of a violation, a more intrusive search of the vehicle may be conducted at the direction of the principal or other administrator present.
4. **Group Searches**: Caution shall be exercised when a search involving a number of students is conducted. In most instances, in order to justify a search, the district's reasonable suspicion must be particularized to an individual student. Exceptions to this requirement are appropriate only where the intrusiveness of the search is minimal, such as canine searches of lockers, desks or book bags, automobiles, etc.
5. **Strip Searches**: No student shall be subjected to a strip search except where an emergency situation exists and with pre-approval of the school principal. No student shall be asked to remove any article of clothing in the presence of a member of the opposite sex or of other students.

6. Metal Detectors: Use of metal detectors to minimize the risk of weapons on campus is determined to be a desirable technique for campus security purposes. No student or teacher should be subject to the dangers inherent in a firearm, knife or other potentially dangerous object being carried onto the campus by another person.

a. Random Use of Detector: Metal detectors may be used either at random without cause at times to be determined by the campus principal or as otherwise prescribed by the district or they may be used for minor reasonable suspicion on a selective basis. Selection of students for a random sweep shall be demonstrably according to chance.

b. Avoidance of Detection Process: When a detector is in use at a particular entrance of a school and a student approaches the detection site and then attempts to avoid using that doorway, it shall be considered sufficient cause to immediately detain and search the student, following which the student and the student's belongings shall be subjected to the device.

7. Anyone who leaves campus with or without permission upon returning will be subject to search along with their vehicle. Anyone found in an unauthorized area of a campus will be subject to search.

Disciplinary Action

If a search reveals grounds for a reasonable belief that a violation of a district policy, school rules or regulations or the law has occurred, the student will be subject to disciplinary action as provided by district policy.

Police Searches

School officials are obligated to cooperate with law enforcement authorities who are validly carrying out their official duties. In such cases involving a student, the district shall make an immediate attempt to notify the student's parent, guardian, or custodian. The principal or the principal's designee shall attend the search if conducted on or about the school premises and shall take any disciplinary action necessary as a result of the search.

Legal Ref.: New Jersey v. T.L.O., 469 U.S. 325 (1985) Horton v. Goose Creek Independent School Dist., 690 F.2d 470 (5th Cir. 1982), cert. denied 103 S.Ct. 35 (1983) Tarter v. Raybuck, 742 F.2d 977 (6th Cir. 1984), cert. denied 105 S.Ct. 1749 1985.

Interrogations by School Officials

School administrators and teachers have the right to question a student regarding his/her conduct or the conduct of others. School officials may question/interrogate a student regarding his/her conduct or the conduct of others without the parent/guardian being present. Principals are required by law to act in loco parentis.

Interrogations by Law Enforcement Officials

Law enforcement personnel are not permitted to interrogate students on the school campus regarding alleged activities of the student or others away from the school campus that have caused law enforcement to become involved until such time as the principal/assistant principal has obtained permission from the student's parent/guardian.

Felony Charges

Any student charged with a felony may not participate in any extra-curricular activities and could be assigned to the alternative school.

Jefferson Davis County School District Discipline Ladder

When a student misbehaves and/or demonstrates unacceptable behavior, the student may be placed upon 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 5-7. Further, the discipline ladder is a guide. Administrators have discretion to use their professional judgment in the management of discipline based upon the circumstances. A student will be subject to one or more of the alternatives at each step based upon 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.**

The Discipline Ladder

STEP 1

1. Contact parent/legal guardian (may be written contact)
2. Student conference
3. IST (In-school tutorial)
4. Corporal punishment
5. After school detention
6. Loss of privileges/performance of school service (temporary)
7. Removal from the ladder after 5 school days with no additional referrals

STEP 2

1. Contact parent/legal guardian (may be written contact)
2. IST (In-school tutorial)
3. Corporal punishment
4. After school detention
5. Saturday Detention
6. Loss of privileges/performance of school service (temporary)
7. Removal from the ladder after 10 school days with no additional referrals
8. Counseling/Social Worker

STEP 3

1. Contact parent/legal guardian (conduct phone or personal conference with assistant principal and/or principal)
2. Corporal punishment
3. After school detention
4. IST (In-school tutorial) 1-3 days
5. Saturday Detention
6. Loss of privileges/performance of school service (temporary or permanent removal)
7. Removal from the ladder after 15 school days with no additional referrals
8. Counseling/Social Worker

STEP 4

1. Contact parent/legal guardian (conduct phone or personal conference with assistant principal and/or principal)
2. IST (In-school tutorial) 1-3 days
3. Corporal Punishment
4. After school detention
5. Saturday Detention
6. Loss of privileges/performance of school service (temporary or permanent removal)
7. Parent may be requested to attend classes with the student by the administrator
8. Removal from the ladder after 20 school days with no additional referrals
9. Counseling/Social Worker

STEP 5

1. Contact parent/legal guardian (conduct personal conference with assistant principal and/or principal)

2. Assignment of OSS (Out-of-School Suspension) 1-5 days
3. After school detention
4. Saturday Detention
5. Loss of privileges/performance of school service (temporary or permanent removal)
6. Parent may be requested to attend classes with the student by the administrator
7. Removal from the ladder after 25 school days with no additional referrals
8. Counseling/Social Worker

STEP 6

1. Contact parent/legal guardian (conduct personal conference with dean of students, assistant principal and/or principal)
2. Assignment of OSS for 6-10 days
3. Referral to the District Discipline Committee for review and action, which may include placement of the student in the Alternative School Program (unless waived).
4. Loss of Privileges (temporary or permanent)
5. Parent may be requested to attend classes with the student by the administrator
6. Loss of exemptions in all classes (Automatic for remainder of the school year)
7. Removal from the ladder after 30 school days with no additional referrals
8. Counseling/Social Worker

STEP 7

1. Contact parent/legal guardian (phone or personal conference with the principal)
2. Assignment of OSS 6-10+ days
3. Referral to the District Discipline Committee for due process hearing-(parents notified by district office and by the administrator) The District Discipline Committee is authorized to determine a long-term placement in the Alternative School program (up to one (1) calendar year) **or** recommendation to expel made by principal to the Superintendent. If the principal recommends expulsion, the Superintendent may, in his discretion, direct the District Discipline Committee to review the case prior to the Superintendent making his decision. If the Superintendent concurs with the recommendation of the principal and/or the District Discipline Committee, the recommendation will be presented to the Board of Education.
4. Loss of privileges (temporary or permanent)
5. If the student returns to school after the expulsion period has expired or the long-term alternative school assignment has been completed, the student will be immediately assigned to disciplinary probation for 45 days and remain on Step 7 of the ladder. If the student ends the 45 day probationary period with no office referrals, the student shall be removed from the ladder.
6. Counseling/Social Worker

STEP 8

1. Action of the Board of Education to expel or other disciplinary action as assigned by the Board.

Other Important Information Regarding Discipline

1. No student will be placed at a given step on the discipline ladder more than two (2) times. The student will be escalated to the next higher step after his/her second placement on any step.
2. Any discipline/behavior problem resulting in the student's placement on the ladder at Steps 4-8 may be referred to appropriate law enforcement officials for action.
3. In accordance with the Mississippi Safety Act of 2000 for a student who causes a disruption in the classroom, on school property or vehicles, or at school-related activities for five (5) times during the school year, the principal, the reporting teacher, and the child's parent(s) will develop a Behavior Modification Plan (BMP).
4. Counseling/Social Worker

5. If the student is suspected to be under the influence, parent/guardian is required and responsible for making sure their student is drug tested within 24 hours. If student test positive, disciplinary actions will be placed according to handbook and consequences.

Unacceptable Behaviors and Placement on the Discipline Ladder

The following chart reflects generalized behaviors that are unacceptable and for which a student will be placed on the discipline ladder. This list is not all-inclusive, and other behaviors may occur that do not necessarily appear. Administrators are vested with the authority to use administrative judgment in regard to such behaviors.

Unacceptable Behaviors and Placement on the Discipline Ladder

Unacceptable Behaviors High School	Consequences
1. Dress code violation	Step 1-5
2. Eating/drinking in unapproved area	Step 1-3
3. Inappropriate display of public affection (sexual Misconduct)	Step 1-8 (Alternative school)
4. Going to car without permission	Step 1-5
5. Improper use of radios, cell phones, other electronic devices without teacher prompt	Step 1-5
6. Unauthorized fundraising (sale of candy, etc.)	Step 1-5
7. Misbehavior aboard school bus	Step 1-8
8. Improper/disruptive behavior on school grounds or at school activities from school activities.	Step 1-8
9. Defiance of staff member/Disrespect/Continuous disobedience	Step 1-8
10. Parking/Traffic Violations (Towing at Owner's Expense)	Step 1-3
11. Leaving campus without authorization or transporting without authorization	Step 5-8
12. Cutting/leaving class without permission, tardy	Step 3-5
13. Gambling/possession of gambling devices	Step 2-5
14. Use, sale, or possession of tobacco or tobacco-related products	Step 6-7
15. Vaping	Step 5-8
16. Tardies (as defined in student handbook)	See Tardiness Policy
17. Profanity/vulgarity (includes acts, gestures, or symbols directed at person)	Step 3-6
18. Defacement/Destruction of Property/Vandalism Restitution required (\$20,000 maximum)	Step 3-8
19. Gang activity/association/secret organizations/clubs	Step 5-8
20. Refusal to identify one's self when requested to do so by school staff	Step 4-5
21. Stealing/Theft/Cheating	Step 4-8
22. Use of forged/altered documents such as parent notes, report cards, hall passes, etc.	Step 4-7
23. Trespassing	Step 4-8
24. Sexual harassment or Sexual misconduct	Step 4-8
25. Harassment, intimidation, hazing, stalking, or threatening another student or staff members	Step 5-8
26. Lying to authorities	Step 1-7
27. Use/Possession of fireworks	Step 5-8
28. Use/Possession of Dangerous Objects	Step 5-8
29. Biting, body injury	Step 5-8

30. Fighting (or spreading rumors/gossip which leads to physical confrontation/fight/disruption/disturbance) at school, school activities, and/or aboard a school bus (**May be referred to youth court**) Group fighting 3 or more (Alternative school 45, 90, or a calendar year) Step 6-8
31. Use, sale, possession, or **under the influence** of alcohol or alcohol-related products Step 4-8
32. Use, sale, possession, or under the influence of drugs and/or drug paraphernalia (as defined herein) Zero Tolerance
33. Possession of a weapon, imitation weapon, or object that could be used as a weapon Zero Tolerance
34. Bomb threat Zero Tolerance
35. Violent Act Toward School Employee Zero Tolerance
36. Improper Use of Internet or any type of pornography Steps 5-8

Use of Corporal Punishment

Corporal punishment should not be administered to students with a disability, and/or students with an Individual Education Program/Plan (IEP).

School administrators in the Jefferson Davis County School District may administer corporal punishment on students who are insubordinate or disobedient, or who violate a rule of the school. Any administration of corporal punishment shall be in a reasonable manner and applied only to the student's buttocks in such a manner that there will be no permanent effects. Reasonable administration of corporal punishment shall be determined considering the age, size, sex, and general physical strength of the student; the size of the person administering the punishment; the nature of the offense; and the type of instrument used to administer the punishment. Further, corporal punishment shall never be administered to any student except in the presence of another certificated employee of this school district. Further, corporal punishment shall not be administered in any manner that would unduly embarrass the student (e.g. in the presence of other students).

A parent/guardian of a child enrolled in the Jefferson Davis County School District shall have the right to request that their child not receive corporal punishment at school. It shall be the responsibility of the parent/guardian to present such request, in writing, to the school principal/assistant principal by SEPTEMBER 1 OF EACH SCHOOL YEAR. The request submitted will only be valid for the school year in which it is submitted and must be re-submitted each year in which the parent/guardian does not wish corporal punishment to be administered. Further, parents/guardians who submit such request shall do so with the understanding that the school will honor the request but that if the child misbehaves in a manner which warrants the administration of corporal punishment, then such student may be suspended by the principal/assistant principal.

Disciplinary action in lieu of or in addition to corporal punishment may include suspension from school, referral to social services officials, or other appropriate disciplinary measures, including the requirement that the parent or legal guardian attend classes with the child or attend parenting sessions provided by the school district to help parents/guardians develop the skills necessary to facilitate the child's continued enrollment in the regular school program and successful participation in classroom activities.

Expulsion

The Board of Education may expel any student for conduct that disrupts the educational process or endangers the health or safety of any student, his/her classmates, or any school personnel. Only the Board may expel a student from school attendance and the board may only take such action after having afforded the student recommended for expulsion with all due process to which the student is entitled. Recommendation for expulsion must be made by the school principal to the Superintendent and/or District Discipline Committee to be submitted to the Board of Education for their action. Notice of the date, time, and location of the Board hearing shall be given in writing to the parent/guardian and student.

Acts of Violence, Inciting Violence, Threats of Violence, Hazing, Fighting and/or Disruption of Educational Process

Violent acts, inciting violent acts, threats of violence, and/or other acts that disrupt the educational process/school related activities are strictly prohibited. Such acts are totally unacceptable behavior which result in the disruption of normal school operation and, in some cases, can endanger the safety and general welfare of other students and staff members. Hazing, whether it occurs at school or away from school, if it is related in any way to school and/or school activities, will not be tolerated and the student will be disciplined as if the action occurred at school. Violent acts (including fighting), inciting violence, and/or threats of violence, are considered to be a major breach of school decorum and will not be tolerated. Such acts are dealt with in accordance with the seriousness of the incident, the age of the student(s) involved, the number of students participating in the episode, and the extent to which the student(s) are

cooperative in following the instructions of administration and staff in ending the incident. In almost all cases, some disciplinary action will be imposed by the principal/assistant principal. A parent conference will be required and a threat assessment may be recommended. For seriously violent situations law enforcement officials will be contacted and the student(s) will be placed on Step 5 or higher of the discipline ladder. Principals/assistant principals are fully authorized to file necessary criminal charges against students involved in such acts if in their discretion the same is warranted.

Threatening, Extortion, Intimidation

Section 37-11-20: Intimidation, threatening or coercion of students for purpose of interfering with attendance of classes. It shall be unlawful for any person to intimidate, threaten, or coerce, or attempt to intimidate, threaten, or coerce, whether by illegal force, threats of force or by the distribution of intimidating, threatening or coercive material, any person enrolled in any school for the purpose of interfering with the right of that person to attend school classes or of causing him not to attend such classes. Upon conviction of violation of any provision of this section, such individual shall be guilty of a misdemeanor and shall be subject to a fine of not to exceed five hundred dollars (\$500.00), imprisonment in jail for a period not to exceed six (6) months or both. Any person under the age of seventeen (17) years who violates any provision of this section shall be treated as a delinquent within the jurisdiction of the youth court.

Students are not permitted to make threats against other students or school personnel, whether overt or implied. Students are not allowed to extort money, favors, or something of value from other students or staff, regardless of the amount of value, in return for protection or in connection with a threat to inflict harm. Such behavior is a violation of school policy and students in violation are subject to disciplinary action. This statement will apply on school grounds, before, during, and after school, or any time when the school is being used by a school group. It is also applicable off school grounds at school-sponsored events or when the prohibited behavior is a consequence of or directly related to causes or events which occurred or originated on the school campus.

STUDENT BULLYING

The Jefferson Davis County School District does not condone and will not tolerate bullying or harassing behavior. 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 (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. A "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior. Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, at any school-sponsored function, or on a school bus, or when it takes place off school property when such conduct, in the determination of the school superintendent or principal, renders the offending person's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the pupils and teacher of such class as a whole.

The Jefferson Davis County School District will make every reasonable effort to ensure that no student or school employee is subjected to bullying or harassing behavior by other school employees or students. Likewise, the District will make every reasonable effort to ensure that no person engages 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. The District encourages anyone who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying or harassing behavior to report the incident to the appropriate school official.

The School Board directs the superintendent or designee to design and implement procedures for reporting, investigating, and addressing bullying and harassing behaviors. The procedures should be appropriately placed in District personnel policy handbooks, school handbooks that include discipline policies and procedures, and any other policy or procedure that deals with student or employee behavior. The discipline policies and procedures must recognize the fundamental right of every student to take "reasonable actions" as may be necessary to defend himself or herself from an attack by another student who has evidenced menacing or threatening behavior through bullying or harassing. Furthermore, the Jefferson Davis County School District

defines "reasonable action" as promptly reporting the behavior to a teacher, principal, counselor, or other school employee when subjected to bullying or harassing behavior.

Ref: SB 2015; Miss. Code Ann. § 37-7-301(e)

Cyber stalking

Section 97-45-15 Cyber stalking Penalties

1. It is unlawful for a person to:

a. Use in electronic mail or electronic communication any words or language threatening to inflict bodily harm to any person or that that person's child, sibling, spouse, or dependent, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from any person.

b. Electronically mail or electronically communicate to another repeatedly, whether or not conversation ensues, for the purpose of threatening, terrifying or harassing any person.

c. Electronically mail or electronically communicate to another and to knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person's family or household with the intent to threaten, terrify or harass.

d. Knowingly permit an electronic communication device under the person's control to be used for any purpose prohibited by this section.

Reporting Threats, Plans, or Designs of Violence or Violent Acts

Students and staff have a duty to report any knowledge they may have regarding the threat, plan, or design of a violent act to school authorities. This includes, but is not limited to, reporting knowledge of verbal or written comments by an individual or group of individuals stating their intent to commit a violent act or knowledge that an individual is in possession of an item that is considered or could be considered a weapon. **Failure to report such knowledge to school authorities is a serious violation of school policy.**

Student Possession of a Weapon

Section 97-37-17: Possession of Weapons by Students (excerpt): It shall be a felony for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind, or any dynamite, cartridge, bomb, grenade, mine or powerful explosive on educational property. Any person violating this subsection shall be guilty of a felony and, upon conviction thereof, shall be fined not more than Five Thousand Dollars (\$5,000.00), or committed to the custody of the State Department of Corrections for not more than three (3) years, or both.

It shall be a misdemeanor for any person to possess or carry, whether openly or concealed any BB gun, air rifle, air pistol, Bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades. Any person violating this section shall be guilty of a misdemeanor shall be fined not more than One Thousand Dollars (\$1,000.00), or be imprisoned not exceeding six (6) months, or both.

Student safety must be and shall be a foremost consideration within the schools. Any student who is in possession of a knife, handgun, other firearm, or any other instrument considered to be a weapon or considered to be dangerous and capable of causing bodily harm, shall be subject to expulsion pursuant to Section 37-11-18 of the Mississippi Code of 1972. The principal, who shall make a recommendation in regard to expulsion to the Superintendent and Board of Education, may immediately suspend any student who possesses any such device on school grounds or on board of a school bus. Further, any student who uses an object that could be classified as a weapon in any fight with another student or with any school staff member shall be immediately suspended and a recommendation of expulsion shall be made to the Board of Education, who shall have sole and absolute discretion to act thereon. Any use of a weapon in a fight or other altercation or any other incident shall be immediately reported by school officials to local law enforcement as a criminal act. Board Policy- JCBH and JCDAE

Use/Possession of Drugs-Controlled Substances or Medications (Prescription or "Over-the-Counter")

No student attending school or any school-sponsored activity shall be permitted to carry on his/her person or in any other manner have in his/her possession, in any way, or be under the influence of alcoholic beverages; morphine, marijuana, cocaine, opium; heroin or their derivatives or compounds; drugs commonly called LSD, "Pep" pills, designer drugs, tranquilizers, uppers/downers, medications (prescription or "over-the-counter") or any compound which, when taken orally, intravenously, inhaled or in any other manner may cause the person to be under the influence thereof, and no student shall use any of the same at any school district. The provision of this policy shall not apply to any student who is under the care of a licensed physician and who is taking medication which is under the supervision and direction of such physician. However, any and all such prescription drugs shall be kept by school personnel in a numbered, labeled bottle provided by a licensed pharmacist. Further, the student's parents/guardians shall be

responsible for notifying the school principal/assistant principal when the taking of such drugs/medicines is required on school grounds during the regular school day or at school-sponsored activities.

The provisions of this policy shall apply to all students during the period of time they are subject to the jurisdiction of the school district as defined by law and while participating in or going to or from school sponsored activities and while under the supervision and direction of any teacher, principal/assistant principal, or other authority of the school district.

The principal may use observation, i.e. smell, symptoms, etc., to determine whether the student is under the influence. The parents have the right, at their own expense, to seek a drug test (to be taken within 24 hours of said observation) to contradict these findings.

Any student violating any of the provisions of the district's drug policy shall be considered to have committed a major offense and shall be subject to major disciplinary action, which may include long-term suspension, alternative school placement, and possible expulsion by the board of education. Pursuant to state law, any person who possesses any controlled substance in violation of the Uniform Controlled Substances Law shall be subject to automatic expulsion. The principal/assistant principal shall suspend the student and a recommendation will be made to the Superintendent and Board of Education to expel the student.

This policy is for the sole and exclusive protection of the students of this district and their general welfare and nothing herein shall be construed to avoid any prosecution under applicable criminal laws. The principal/assistant principal shall report any violation of this policy to the superintendent and also to the proper law enforcement officials.
Board Policy- JCDAC

School Bus Transportation

Bus transportation is available to students who live one mile or more from the school of their attendance. Students are expected to follow all rules regarding riding of a school bus and drivers are authorized to instruct and otherwise control student behavior so as to insure maximum safety in the operation of the school bus. The school principal/assistant principal is authorized to implement disciplinary measures as needed to correct misconduct aboard a school bus. School bus drivers are to report any misconduct aboard the bus to the school's administration in accordance with the reporting procedures established at the individual school campus. It is to be fully understood that bus transportation is a privilege and students who misbehave and jeopardize the safety of other students or the driver may be denied bus transportation. Principals/assistant principals are authorized to suspend students from bus transportation privileges for misconduct and may recommend expulsion from the bus to the board of education. Students riding a bus are not permitted to:

1. Smoke or use tobacco in any form.
2. Fight or tussle.
3. Strike or in any manner threaten the driver.
4. Use profanity or make vulgar gestures.
5. Carry any item that would be considered a weapon.
6. Make excessive noise.
7. Throw objects, including paper.
8. Use or be in possession of any drug in violation of the district's drug policy.
9. Distract the driver.
10. Extend head, hand, arms, other body parts, or articles from the bus window.
11. Use the emergency exit in normal non-emergency situations.
12. Bring unauthorized/potentially dangerous articles aboard the bus.
13. Be out of seat while the bus is in motion.
14. Be disrespectful to the driver.
15. Refuse to obey the driver's instructions.
16. Harass, threaten, pester, or intimidate other students.
17. Bring food or drink aboard the bus to be consumed while on the bus.
18. Have hats, bandanas, visors, sunglasses, or other headwear; and

19. Electronic devices and music.

BUS CONDUCT FOR JEFFERSON DAVIS COUNTY SCHOL DISTRICT

RESPONSIBILITIES

While Mississippi law requires the district to furnish transportation to eligible students, parents are responsible for supervising their children until they board the bus in the morning and after they depart the bus at the end of the school day. Furthermore, students have the responsibility to obey all rules of conduct while waiting for, riding, and leaving the bus.

The school bus driver is authorized and responsible for maintaining student order and insuring safety at all times. Therefore, he/she is authorized to instruct and otherwise control students while they are on the bus.

The principal is responsible for disciplining students reported by the driver; therefore, questions regarding discipline should be directed to him/her. Questioning regarding stops, routes, and student's eligibility should be directed to the transportation supervisor.

RULES OF CONDUCT

The right of students to ride a bus is privilege and is conditional upon good behavior. Students who do not conduct themselves properly will be subject to disciplinary action specified in district policies including, but not limited to, supervision and expulsion from school and/or the bus. Security cameras, for surveillance purposes, may be installed and utilized on transportation vehicles owned and operated by the Jefferson Davis County School District.

While riding a school bus, students must conform to all rules of conduct established by district policies and the student code of conduct adopted by their schools. The principals shall provide each student with a list of rules, including but not limited to, the following:

Safety rules

1. Students should exercise extreme caution in getting to and from the bus stop.
2. Students should look in both directions before stepping from behind parked cars.
3. Students should stay well off the roadway until the bus comes to a complete stop and the bus driver indicates that it is safe to board.
4. Students should not play on or near the road while waiting for the bus to arrive.
5. Students should look in both directions before crossing any roadway.
6. Students should never walk on the road when there is a sidewalk or pathway available.
7. Students should always walk on the left side of the road facing oncoming traffic and step off the road when a motor vehicle approaches.
8. Students should use the handrail when getting on and off the bus.
9. If possible, students should wear white or light-colored clothing or carry a flashlight when they walk on the roadway in the dark so the motoring public is aware of them.
10. When students must cross the road to enter the bus, they should always cross in front of the bus and walk approximately 10 feet ahead of the bumper.

GENERAL RULES FOR RIDING THE BUS

1. Students should be on time at the designated bus stop and should wait until the bus comes to a complete stop before attempting to load.
2. Students should not leave books, lunches, or other articles on the bus.
3. Students are not permitted to leave their seats while the bus is in motion.
4. Students are expected to be courteous to fellow students and the bus driver.
5. All buses to athletic games or field trips should be scheduled through the school under the direction of a faculty member. Students are required to return to the school on their assigned bus, except with prior parental permission and a note from the parent before leaving school. Reasonable dress and conduct appropriate to the situation are expected of students.
6. Students must ride their assigned bus. Exceptions must be at the written request of the parent and approved by a building administrator.

SPECIFIC RULES FOR RIDING THE BUS (Violation could result in injury to students or the bus)

1. Students must keep their hands and heads inside the bus at all times
2. Students should not indulge in loud talking or laughing that may divert the driver's attention and make safe driving difficult.
3. Students should never tamper with the bus in any manner.
4. Students should not throw anything out the window.
5. Students should be absolutely quiet when the bus approaches a railroad crossing.
6. Eating, drinking, chewing gum, or using tobacco products will not be allowed on buses.
7. Horseplay, including pushing and shoving, will not be allowed on the bus.
8. Fighting will not be allowed on the bus and will result in the sanctions described under the fighting policy.
9. Unauthorized and/or dangerous object are not permitted on the bus. A dangerous object is any object that could injure students or be destructive to the bus.
10. Students will not threaten or be disrespected to the bus driver. The bus driver's directions must be followed at all times.
11. Students should not open emergency doors and/or activate emergency alarms.
12. Harassment, of any kind, will not be tolerated.

All bus rules also apply to field trips. Students who violate bus rules on field trips or while waiting on the bus at the school and/or district-established bus stops will be subject to disciplinary measure. MS Code 37-41-2-(a) It shall be unlawful for any individual, other than a student scheduled to be a passenger upon that particular bus, a member of the public school administration or faculty, or a law enforcement official, to directly or indirectly interfere in any way with passenger ingress and egress or the operation, including unauthorized boarding thereof, of a bus used in public school student transportation unless permission has been obtained as prescribed by pertinent rules and regulations promulgated by the state board of education or the local school authorities.

REFERENCE: Pupil Transportation Guide

CROSS REF.: Policies JC- Code of Conduct

JCA- Student Conduct

Mississippi Code 37-41-2 Interference with operation of school bus; penalty.

Video/Audio Monitoring

Monitoring devices (cameras) are placed on school buses to provide one source of observation for school officials to help with the maintenance of discipline and safety practices. School officials are authorized to utilize video/audio taping on school buses to assist in the supervision for student conduct and safety.

Disciplinary Action for Misbehavior Aboard School Buses will result in action according to the discipline ladder.

The following procedures are generally followed in administering discipline to students who fail to behave aboard the bus:

1st Offense: Parents will be contacted. Other appropriate action may be taken to include suspension from all JDCSD transportation.

2nd Offense: Appropriate disciplinary action/suspension from all JDCSD transportation for 1-10 days and/or principal's discretion.

3rd Offense: Appropriate disciplinary/suspension from all JDCSD transportation for 11-20 days and/or principal's discretion.

4th Offense: Appropriate disciplinary action/expulsion from JDCSD transportation. Fighting aboard a school bus or at a bus stop will result in automatic from the bus for once calendar year, if repeated offense continues and/or principal's discretion.

Fighting Aboard a School Bus or at a bus stop may result in automatic expulsion from the bus for one calendar year.

General Reminder Concerning Safety Aboard the School Bus

While buses are moving, any incident that distracts the driver's attention is considered a major disciplinary infraction. Students involved in a major infraction, including fighting, may be subject to out-of-school suspension in addition to bus suspension at the discretion of the school's administration. Further, parents/guardians and students are reminded that the punishment sequence listed above is a minimum that may occur for each offense. School administrators may, in their judgment, administer more severe punishment if they feel that the situation or infraction warrants such action.

Riding Bus Other Than Regularly Assigned Bus

Students often make a request to be allowed to ride another bus to another location other than the regular bus going to the student's residence. Such request must be made by the parent/guardian in writing to the principal/assistant principal prior to the student being allowed to board any other bus other than the bus that the student regularly rides. Such requests must be presented to the principal/assistant principal on the day that the student wishes to board a different bus. The written request must be submitted by 8:00 a.m. on the day the boarding change is to occur. The written request must include parent(s) name, address and telephone number where the parent/guardian may be contacted for verification.

Sexual Harassment

The Board of Education will not tolerate sexual harassment of or by students. Students who are guilty of threatening or sexually harassing other students or staff shall be subject to appropriate disciplinary action.

Insolence/Disrespect

Insolence (to be boldly disrespectful in speech or behavior) and general disrespect shall not be tolerated. Students are not permitted to intimidate or harass school personnel or other students. Students who violate this policy are subject to disciplinary action, which will include suspension.

Tobacco

Student use and/or possession of tobacco, in any form, **is not permitted on any campus of the Jefferson Davis County School District nor upon any school bus operated by the district.** Students in violation of this policy are subject to disciplinary action, which will include suspension.

Cheating/Stealing

Students are expected to do their own work. The unauthorized giving or receiving of help in any area of schoolwork will not be tolerated. Cheating is a serious disciplinary offense and students should leave no doubt in this area. The act of giving or receiving unauthorized help, including cheating, plagiarism, and copying, will result in a zero being assigned for the work. Stealing is a major violation of school disciplinary policy, and may result in criminal charges.

Forged Excuses, Notes, Etc.

Forgery of an administrator's, teacher's, or parent/guardian name to a school document or note shall result in appropriate disciplinary action.

Destroying/Defacing School Property

Equipment, facilities, books, and fixtures that make up the school campus are paid for by the taxpayers. Willful damage or destruction of school property shall not be tolerated. State law provides in Section 37-11-19/1953 Ex. Sec., 26 of the Mississippi Code of 1972 that:

"If a pupil shall willfully destroy, cut, deface, damage, or injure any school building, equipment or other school property, he/she shall be liable to suspension or expulsion and his/her parents or persons in loco parentis (in place of the parents) shall be liable for all damages."

The punishment for such destruction of school property may include replacement of the property by the parent/guardian, renovation and/or repair of the property destroyed or damaged by the parent/guardian, and/or suspension/expulsion of the student from school.

Gambling

Gambling, in any form, on the school campus or at a school activity is strictly prohibited.

Cafeteria Behavior

All students must respect the rights of others in the lunch line. Students are to return trays so that the tables will be clear for those students following. Students must sit in assigned areas and behave properly at all times. Pushing, shoving, or "breaking" of the lunch line is not permitted. Disrespect to cafeteria workers will not be tolerated. Students who misbehave in the cafeteria are subject to disciplinary action by the administration and/or faculty.

Trespassing

Campuses are closed 15 minutes after school dismissal. Only those involved in supervised school activities are permitted on campus. Throughout the school campuses video surveillance is used 24 hours a day for the safety and protection of students and staff. **Students who are found on the school grounds at unauthorized times will be placed on the district discipline ladder under school policy and will be subject to arrest.** In all instances of such vandalism, restitution will be the responsibility of the students and their parents. Students who are assigned to parent care or out-of-school suspension, recommended for expulsion, or expelled but are on campus unaccompanied by a parent/guardian will be considered as trespassing.

Leaving Campus and/or Failing to Report to Class without Permission

Leaving campus and/or failing to report to any assigned class, commonly called "skipping," is a major disciplinary offense and students leaving campus and/or failing to report to assigned areas/classes without proper permission from the school office shall be subject to disciplinary action, which may include suspension.

Possession of Cellular Phones, Radios, or Other Electronic Devices**STUDENT CELL PHONE USE**

Jefferson Davis County School District has determined cell phones, apple watch, earbuds or other electronic/communication devices should not be seen/visible or heard for 9th -12th grade students. Electronic devices are disruptive to the educational process limiting disruptive behavior, including disruptions caused by students' cell phones/electronic devices, maximizes the ability of the District to follow curriculum educational objectives and to maintain an environment conducive to learning. The District assumes no liability for cell phones or a communication device brought onto school property, including school buses, and is not responsible if the cell phone/communication device is lost, stolen or damaged.

Cell phones are not to be seen/visible or heard; it will be confiscated.**First Offense:**

Warning, parent sign and pick up cell phone. Refusal to give up phone, 3 days in ISS (In-School Suspension)

Second Offense:

School will take possession of the device for 30 school days or the parent/guardian will pay an administrative/handling fee of \$25

Third Offense:

Lose cell phone privileges for the year and cell phone kept for the remainder of the school year.

Exceptions:

1. Cell phones may be used for after school activities (cheerleading, athletics, clubs, etc.) by students on the condition that parents bring the phones to the student after the regular school day. The sponsor, coach or instructor should be notified if this is done.

One-to-one Chrome books will be used for instructional purpose.

A parent/guardian will have to pick up the device between the hours of 3:30 p.m. – 4:00 p.m. from the school secretary.

If the device is not picked up in a timely manner, i.e., after the expiration of the days that the school will be in possession of the device, or, in the case of the device being confiscated for the remainder of the school year, within 30 days after the last day of school, the school will donate the device to charity.

Jefferson Davis County School District, its 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.**

Descriptor Term: UNSAFE SCHOOL CHOICE OPTION	Policy Code: JGF-1
	Issue Date: (April 2009)

This policy addresses Certification of Compliance with Unsafe School Choice Option Requirements as required in the *Consolidated Plan for No Child Left Behind*.

1. The following definitions apply to this policy:

- a. A “persistently dangerous school” is a public school other than a charter school in which the conditions during the past two (2) school years continually exposed its students to injury from violent criminal offenses and it is:
- (i) an elementary, middle or secondary public school in which a total of 20 or more violent criminal offenses were committed per 1000 students (2.0 or more per 100 students) in two (2) consecutive school years; or
 - (ii) an elementary, middle or secondary public alternative school in which a total of 75 or more criminal offenses were committed per 1000 (7.5 or more per 100 students) in two (2) consecutive school years; and

b. “Violent criminal offenses” are the following crimes reported in the Mississippi

Student Information System:

Simple or Aggravated Assault as defined in Section 97-3-7 of the Mississippi Code

Annotated 1972, as amended,

Homicide as defined in Sections 97-3-19, 97-3-27, 97-3-29, 97-3-31, 97-3-35, 97-3-37, and 97-3-47 of the Mississippi Code Annotated 1972, as amended,

Kidnapping as defined in Section 97-3-53 of the Mississippi Code Annotated 1972, as amended,

Rape as defined in Sections 97-3-65 and 97-3-71 of the Mississippi Code Annotated 1972, as amended,

Robbery as defined in Sections 97-3-73, 97-3-77 and 97-3-79 of the Mississippi Code Annotated 1972 as amended,

Sexual Battery as defined in Section 97-3-95 of the Mississippi Code Annotated 1972, as amended,

Mayhem as defined in Section 97-3-59 of the Mississippi Code Annotated 1972, as amended,

Poisoning as defined in Section 97-3-61 of the Mississippi Code Annotated 1972, as amended,

Extortion as defined in Section 97-3-82 of the Mississippi Code Annotated 1972, as amended,

Stalking as defined in Section 97-3-107 of the Mississippi Code Annotated 1972, as amended, and

Seizure and Forfeiture of Firearms as defined in Section 97-3-110 of the Mississippi Code Annotated 1972, as amended.

2. Whenever the State Board of Education has information that a school meets the criteria described in paragraph 1.a (i) or 1.a (ii), the State Board shall provide the local board of education the opportunity to report on conditions in the school. After consideration of that report and consultation with a representative sample of local educational agencies, the State Board of Education shall determine whether the school is a persistently dangerous school. Once a school has been designated a persistently dangerous school, it retains that designation for at least one (1) school year.
3. Students assigned to a school which the State Board of Education has determined to be persistently dangerous shall be allowed to attend another school in the Jefferson

Davis County School District which is not designated a persistently dangerous school, provided there is such a school in the Jefferson Davis County School District which offers instruction at the student's grade level.

4. Any student who is the victim of a violent criminal offense committed against him or her while he or she was in or on the grounds of the public school that he or she attends shall be allowed to choose to attend another school in the Jefferson Davis County School District which is not designated a persistently dangerous school, provided there is such a school in the Jefferson Davis County School District which offers instruction at the student's grade level and provided the student requests transfer within 30 days of the violent criminal offense.
5. Jefferson Davis County School District shall establish a process for assuring any student who has the right to transfer from a school under this policy is allowed to transfer to a school in the district, which is not persistently dangerous. The process must be included in the district's Safe School Plan.
6. The Jefferson Davis County School District shall report each student transfer effected pursuant to this policy to the State Board of Education in the Mississippi Student Information System.

NO CHILD LEFT BEHIND (NCLB)-TITLE IX, SEC. 9532

UNSAFE SCHOOL CHOICE OPTION

- (a) UNSAFE SCHOOL CHOICE POLICY- Each State receiving funds under this Act shall establish and implement a statewide policy requiring that a student attending a persistently dangerous public elementary school or secondary school, as determined by the State Law in consultation with a representative sample of local educational agencies, or who becomes a victim of a violent criminal offense, as determined by State law while in or on the grounds of a public elementary or secondary school that the student attends, be allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school.
- (b) CERTIFICATION- As a condition of receiving funds under this Act, a State shall certify in writing to the Secretary that the State is in compliance with this section

Other Student Information

Appropriate Use Policy

Jefferson Davis County School District

Scope

This Policy applies to all Users of district technology, including but not limited to students, faculty, and staff. It applies to the use of all district technology. These include systems, networks, and facilities administered by the JDCS Office of Information Technology, as well as those administered by individual schools and departments.

Use of district technology resources, even when carried out on a privately owned computer that is not managed or maintained by Jefferson Davis County Schools, is governed by this Policy.

Policy

It is the policy of the Jefferson Davis County Schools to

1. Prevent the transmission of inappropriate material via the Internet.
2. Prevent unauthorized access to materials and unlawful online activities.

3. Prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors.
4. To comply fully with the Children's Internet Protection Act.

Purpose

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

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to assume. In general, this requires efficient, ethical, and legal utilization of the network resources. If a JDCS District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

CIPA Definition of Terms:

Technology Protection Measure. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. Obscene, as that term is defined in section 1460 of title 18, United States Code;
2. Child Pornography, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors.

Harmful to Minors. - The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

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

Sexual Act; Sexual Contact. - The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, United States Code.

1. A qualifying "technology protection measure," as that term is defined in Section 1703(b)(1) of the Children's Internet Protection Act of 2000; and
 2. Procedures or guidelines developed by the superintendent, administrators and/or other appropriate personnel which provide for monitoring the online activities of users and the use of the chosen technology protection measure to protect against access through such computers to visual depictions that are (i) obscene, (ii) child pornography, or (iii) harmful to minors, as those terms are defined in Section 1703(b)(1) and (2) of the Children's Internet Protection Act of 2000. Such procedures or guidelines shall be designed to:
 - a. Provide for monitoring the online activities of users to prevent, to the extent practicable, access by minors to inappropriate matter on the Internet and the World Wide Web;
 - b. Promote the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
 - c. Prevent unauthorized access, including so-called "hacking," and other unauthorized activities by minors online;

- d. Prevent the unauthorized disclosure, use and dissemination of personal identification information regarding minors; and
- e. Restrict minors' access to materials "harmful to minors," as that term is defined in Section 1703(b)(2) of the Children's Internet Protection Act of 2000.

Internet Terms and Conditions of Use

1. Users will demonstrate legal responsibility by not transmitting any material in violation of United States, Mississippi, or Jefferson Davis County School District laws or regulations. This includes, but is not limited to: copyrighted materials, threatening, harassing, or obscene material, pornographic material, or material protected by trade secret.
2. Users have the responsibility to use computer resources for academic purposes only unless supervised by school staff.
3. Users may not conduct commercial activities for profit, advertise products, or conduct political lobbying on the network.
4. Users will not use the network for any illegal activity.
5. Users will not cause damage to any school equipment including hardware and software.
6. Users will not remove, exchange, or tamper with any hardware or software component from any system.
7. Users will not delete, rename, move, copy, or change any file or its properties, other than his/her personally owned files.
8. Users will not tamper with installed software and files.
9. Users will not attempt to gain access to unauthorized files.
10. Users will not attempt to change passwords.
11. Users will not damage other students' work.
12. Users will not install personal software on JDCS District technology.
13. Users will not violate copyright laws by unauthorized copying of software.
14. Users will be responsible for citing sources and giving credit to authors during the research process. All communications and information accessible via the network should be assumed to be private property.
15. Users will not install, copy, or knowingly infect a computer system with a virus.
16. Users will not use e-mail accounts for SPAM or chain letters.
17. Users will not use language that may be considered offensive, defamatory, or abusive.
18. Users will not attempt to defeat any security system.

Security

1. Users will not access the network using another user's account.
2. Users should consider their login and password private and should not reveal this information.
3. Users will not divulge information, personal or otherwise, about themselves or other users.
4. Users will immediately report to JDCS District authorities any attempt by other Internet users to engage in inappropriate conversations or personal contact.
5. Users should not expect that files stored on school-based computer to remain private. Authorized staff will periodically inspect personal folders and logs of network usage will be kept at all times.
6. Users are not allowed access to the computer operations area, and access is restricted to those responsible for operation and maintenance. No individuals are allowed in JDCS server or equipment rooms unless they are under close and immediate supervision of an IT staff member or authorized staff member. Tampering with equipment is prohibited.
7. Users consent to the use of scanning programs for security purposes by bringing any personal computers or technology onto school grounds.
8. Users consent to having user actions logged in order to facilitate recovery from system malfunction and for other management purposes.

Individual schools may create additional guidelines and procedures consistent with this policy. Such guidelines and procedures will be appropriate for the electronic information resources being used and the student served at the school. There will be consequences for any user who fails to follow JDCS District and school guidelines and policies. The consequences may include paying for damages, denial of access to technology, detention, suspension, or expulsion. In severe cases, the JDCS District will involve law enforcement authorities.

Private computers may only be used by connecting to the wireless network. (JDCSD BYOD Policy)
Students, Teachers, and Staff should not connect private computers to the JDCS Network without prior written permission from the JDCS District Director of Technology. Private computers must not use the JDCS

network for commercial gain or profit. Students, Teachers, and Staff should not install or otherwise connect personal computer equipment to any computer, server, or network connection without prior written approval from the JDCS Director of Technology.

Users may not alter the JDCS network infrastructure by installing any unauthorized networking equipment including (but not limited to) hubs, switches, routers, or wireless access points of any kind without the express permission of the JDCS Information Technology Department. It is also a violation to install any devices or programs on the JDCS network or any other PC or computing device connected to the JDCS network that are designed to alter, reshape, affect, monitor, or intercept network traffic.

The JDCS Information Technology Department may terminate or limit the network connectivity of any user whose online activities are deemed detrimental to the health of the network.

1. Software Copyright Laws

The Jefferson Davis county School District has made technology available to all staff and students. Computers, computer networks, the Internet, and computer software have been made available for the purpose of enhancing education in the classroom. The JDCS District is also committed to adhering to all copyright laws. All employees and students of the JDCS District are to abide by copyright laws as specified by the software's publishers and distributors.

The following rules have been put in place to ensure that no employee or student of the JDCS District violates any federal, state, or local regulation of copyright laws.

- a. No software will be installed on any District computer without the proper license.
- b. The only individual that signs software license agreements for the JDCS District is the Director of Technology.
- c. Each department and/or school will establish a central location to store software licenses to be reviewed on demand.
- d. Permission must be obtained from the JDCS District Director of Technology to duplicate any software product or distribution media.
- e. Employees must receive permission from their principal and the JDCS District Director of Technology before purchasing software for District use.
- f. Principals shall be responsible for enforcement of this policy at their individual school.

2. Violations

Employees who violate the United States Copyright Laws do so at their own risk and assume all liability for their actions. They shall also be subject to disciplinary action for willful infringement of the law or for using District equipment for duplication that is prohibited.

Purchasing Policy for Technology Equipment

It is the goal of the Office of Information Technology to assure that all computer hardware, peripherals, and software can be supported. The staff members in the Office of Information Technology have the primary responsibility for maintaining the networks, computers, servers, printers, peripherals, and VoIP phones to be certain that quality is maintained at reasonable costs.

All equipment, computers and peripheral devices (e.g. printers, scanners, LCD projectors, digital cameras, software, video cards, network cards) which are attached to or used with a computer must be ordered only after consultation with the District Director of Technology. The review procedure for purchasing any technology equipment and software is intended to provide:

- a centralized point of information about technology items
- a district-wide inventory of hardware and software
- pricing advantages
- license compliance for software purchases
- hardware and software that can be supported

In order to coordinate and standardize on technology equipment and software purchases in a uniform and planned way so as to avoid duplicate selection which could make the maintenance and operations of the technology program difficult and costly, the following purchase procedure is to be used:

- Requisition submitted to the immediate Supervisor for review
- Requisition signed and approved by the District Director of Technology
- Purchase order approved and signed by the Business Manager and the item ordered, if within district/school budget constraints

The JDCS Information Technology Department will not support any technology related equipment that was not purchased in accordance with these guidelines. Support and service is limited to approved technology purchases of JDCS owned hardware and software. Legacy equipment may not be supported if the District Director of Technology has determined that the software/hardware has reached “end of life”. Reasonable requests for support of “end of life” equipment can be made, and faculty may choose to accept responsibility for the upkeep of legacy hardware/software. This arrangement may be overridden if the JDCS District Director of Technology decides that the upkeep of “end of life” equipment is a financial burden on the JDCS District. JDCS Information Technology staff may not provide support or services of equipment not purchased and owned by the JDCS District.

Jefferson Davis County School District

Internet Safety Policy

Introduction

It is the policy of the Jefferson Davis County School District to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children’s Internet Protection Act.

Access to Inappropriate Material

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

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

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

Inappropriate Network Usage

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

Specifically, as required by the Children’s Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

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

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of The Technology Director or designated representatives.

The Jefferson Davis County School District or designated representatives will provide age-appropriate training for students who use the Jefferson Davis County School District Internet facilities. The training provided will be designed to promote the Jefferson Davis County School District's commitment to:

- I. The standards and acceptable use of Internet services as set forth in the Jefferson Davis County School District's Internet Acceptable Use Policy;
- II. Student safety with regard to:
 - a. safety on the Internet;
 - b. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
 - c. cyberbullying awareness and response.
- III. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

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

Adoption

This Internet Safety Policy was adopted by the Board of the Jefferson Davis County School District at a public meeting, following normal public notice, on May 14th, 2012.

Employee Account Agreement

I understand and will abide by the above Appropriate Use Policy. Further, I understand that any violation of the regulations above is unethical and may constitute a criminal offence. I understand that violation of the rules may result in disciplinary action up to and including termination of employment.

I hereby release the Jefferson Davis County School District from all claims and damages arising from my use of the JDCS Network.

Name: _____

Position: _____

School/Department: _____

Signature: _____ Date: _____

Guest Account Agreement

I understand and will abide by the above Appropriate Use Policy. Further, I understand that any violation of the regulations above is unethical and may constitute a criminal offence.

I hereby release the Jefferson Davis County School District from all claims and damages arising from my use of the JDCS Network.

This account has been created for the purpose of _____

I understand this account will be deleted within 15 days of work completion. I understand that it is my responsibility to remove all personal files and I will not hold the Jefferson Davis County School District responsible for any loss of data.

Name: _____

Company: _____

Address: _____

Phone Number: _____

Signature: _____ Date: _____

Student Account Agreement***Student***

I have read the information written above. If I did not understand the meaning of a part of it, I asked an adult to explain it to me. I understand and will abide by the above Appropriate Use Policy. Further, I understand that any violation of the regulations above is unethical and may constitute a criminal offence. Should I commit any violation, my Internet access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.

I hereby release the Jefferson Davis County School District from all claims and damages arising from my use of the JDCS Network.

Student Name: _____

Home Room: _____

School: _____

Student Signature: _____ Date: _____

Parent or Guardian

As the parent or guardian of this student, I have read the Appropriate Use Policy. I understand that this access is designed for educational purposes. The Jefferson Davis County School District has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the District to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. I have spoken with my child to make sure that the rules are understood. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

My son or daughter, who has signed above, understands the rules that he or she is to following in utilizing technology at school.

Parent or Guardian (please print): _____

Parent or Guardian Signature: _____

Bring your own device (BYOD)**Purpose Statement:**

Technology plays a large role in our students' lives. Personal devices can enhance and enrich learning opportunities both at home and at school. Jefferson Davis County Schools are committed to allowing responsible, learning-centered use of personal devices at school so as to provide as many pathways to understanding as possible for our students.

The purpose of the following policy is to authorize students to bring their own technology devices to school for use in our classrooms under certain strict conditions. Jefferson Davis County Schools will now be incorporating the use of

such items as personal laptops, tablets, and smartphones with browsing capabilities and/or educational apps and software. **As with other personally owned items, the schools shall not be held liable for the loss, damage, misuse, or theft of personally owned devices brought to school. Students bring their own devices to use at Jefferson Davis County Schools do so at their own risk.**

Introduction

It is the policy of the Jefferson Davis County School District to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act. (See also Jefferson Davis County School District Internet Safety Policy and Appropriate Use Policy)

Jefferson Davis County Schools is in no way responsible for:

- Personal devices that are broken while at school or during school-sponsored activities
- Personal devices that are lost or stolen at school or during school-sponsored activities
- Maintenance or upkeep of any device (keeping it charged, installing updates or upgrades, fixing any software or hardware issues).

This policy is not intended as a requirement that any student bring personal technology to school. All students will continue to be able to utilize school equipment. No student will be left out of the instruction process.

A personally owned device is defined as one with:

1. Academic applications and functions
2. Online capabilities
3. Digital, audio and/or video recording.

Examples of a personally owned device shall include but are not limited to: iPads, iPhone, iPods, Nooks, Kindle, Kindle Fire, and other tablet PCs; laptop computers; camcorders; and digital cameras.

Students are granted the limited right to use their personally owned technology resources in the Jefferson Davis County Schools upon return of this signed Jefferson Davis County Schools Bring Your Own Device (BYOD) Policy.

Access to the District's wireless network, including the Internet, shall be made available to students, and employees primarily for instructional and administrative purposes and in accordance with administrative regulations. Limited personal use of the system shall be permitted if the use:

- Imposes no tangible cost to the District;
- Does not unduly burden the District's computer or network resources;
- Has no adverse effect on an employee's job performance or on a student's academic performance.

Access to the District's electronic communications system is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to comply with such regulations and guidelines. Noncompliance with applicable regulations may result in suspension or termination of privileges and other disciplinary action consistent with District policies.

Violations of law may result in criminal prosecution as well as disciplinary action by the District.

Jefferson Davis County Schools Bring Your Own Device (BYOD) Policy

To ensure the learning and safety of all of our students, Jefferson Davis County Schools students and parents agree to both read and follow these guidelines:

- Devices are for classroom instruction only. Students may not play games, text, sext, or access any social networks while at school. Students may not bully, taunt, send vulgar images, or use inappropriate language towards another person. Students may not download any copyrighted material such as movies, music, or software. Violations of this policy will result in loss of use. Students and parents will also have to participate in a meeting with the principal to discuss the use of technology at school.
- The use of Jefferson Davis County Schools technology resources to purposefully attempt to access pornographic material, inappropriate text files, information advocating violence (ex. Racially biased forums) or files harmful to the integrity of Jefferson Davis County Schools is prohibited.
- Also restricted is access to information on, but not limited to, gambling, illegal drugs, alcohol use, online merchandising, hate speeches, criminal skills, alternative journals, Fanfic, and chat rooms. Use must be consistent with the Mission Statement of Jefferson Davis County Schools and reflect the accepted standards expressed in that Mission Statement.
- Students may not access social networking sites such as Facebook, Twitter, and Flickr.
- Users of the Internet will not give their real name, address, phone number, school name or any personal information to anyone on the Internet unless under the supervision of a teacher, administrator or Computer Teacher. For example, students may be asked to provide personal information when signing up for Web 2.0 tools or when registering to access online textbooks and resources.
- Students making inappropriate references about the school and/or its students, faculty, staff or administrators on any public Internet site, chat rooms, or other public electronic media will be subject to disciplinary action that will be determined by administrators and could include suspension or expulsion.
- No devices are allowed in the restroom at any time.
- Students may not use any means to access restricted sites.
- Students may not post images of teachers, staff or other personnel on the Internet without receiving permission from the individual(s) involved.
- Students may not use the cameras on their Tablets, iPads, Smartphones etc. unless given permission by and under the direct supervision of a teacher, administrator, and/or Computer Teacher during school hours. Parents may restrict the use of the camera at any other time by setting the Parental Controls.
- While on campus, devices will be turned on only when permitted by the teacher.
- All accessories, cases, screen wallpaper and backgrounds must be school-appropriate.
- Streaming videos from the Internet or YouTube during school hours is permitted only with the direct permission of the teacher. The District provides a safe filtered version of You Tube for educational purposes.
- To ensure the safety of their devices, students are not allowed to take their devices out to morning or lunch recess. Student may only use devices in the classrooms.
- When walking to or from school, be safe and smart! Don't show or use your device.
- Any recording device, including but not limited to Tablets, iPads, video and digital cameras and camera phones to take videos or still pictures, may not be used to slander, bully or denigrate any student, visitor, staff member, faculty member, and or administrator, on or off the campus at any time.
- All messages or postings to any Internet site on or off campus at any time (notes, email, newsgroups, bulletin boards, wikis, or other interactive forms of communication such as Instant Messaging) shall be educationally purposeful and appropriate. Hate mail, harassment, discriminatory remarks, vulgarity, swearwords, other antisocial behaviors, chain letters, and threats of any kind are prohibited. Appropriate messages would include such communications relating to Jefferson Davis County Schools academics, co-curricular events, and school community life.
- Users are responsible for all activities conducted when using personal devices and accounts.
- Users shall respect copyright laws and licensing agreements pertaining to materials entered into and obtained via the Internet or other electronic sources.
- Use of the Internet and/or other resources for personal gain, profit, commercial advertising, or political lobbying is prohibited.
- Use of your device must be in support of curriculum and research and consistent with the purposes and Mission Statement of Jefferson Davis County Schools.
- Students may access school email/messaging accounts under the approval of and under the supervision of a teacher, administrator and/or Computer Teacher. Outside email accounts cannot be accessed.
- All devices will be securely stored in homeroom classroom during recess and lunch periods.
- Students are required to have a case for their device at all times (excluding smartphones), and to transport the device in a safe manner (preferably in a backpack). Students participating in extra-curricular activities before, during and after school should keep their device in their backpack.

Consequences of Inappropriate Behavior

Any user who does not comply with these guidelines will lose the privilege of bringing their device for a period of time, that period of time to be set at the sole discretion of the school principal. Students who have repeated or severe infractions of the policy will be subject to disciplinary action by the supervising teacher and/or the Administration and the Director of Technology. Violations of federal and state regulations, such as sending threatening email and accessing or distributing obscene material, will be reported to and dealt with by the governing law enforcement agency.

Disclaimer

Jefferson Davis County Schools will not be responsible for any damages suffered including loss of data resulting from delay, non-deliveries, service interruptions, or inaccurate information. The person operating the device accepts personal responsibility for any information obtained via the Internet or other electronic sources. The person operating the device accepts personal responsibility for actions on the Internet.

Vandalism

Vandalism will result in immediate disciplinary action by the Administration. Vandalism is defined as any malicious attempt to harm or destroy any part of Jefferson Davis County School's technology resources or personal technology items belonging to another student or teacher. This includes, but is not limited to, uploading, creating, transmitting computer viruses or "hacking" into any part of the Jefferson Davis County Schools network.

Plagiarism

Plagiarism will result in immediate, severe disciplinary action by the Administration. Plagiarism is an act of literary theft, an act of academic dishonesty. Plagiarism is defined as the act or instance of using or closely imitating the language, work product and/or thoughts of another author without authorization obtained or credit given. It involves the passing off or submission of another author's work as one's own. This includes, but is not limited to, submitting assignments digitally or via hard copy.

All of the following are considered plagiarism:

- Turning in someone else's work as your own.
- Copying words or ideas from someone else without giving credit.
- Failing to put a quotation in quotation marks.
- Giving incorrect information about the source of a quotation.
- Changing words by copying the sentence structure of a source without giving credit.
- Copying so many words or ideas from a source that it makes up a majority of your work whether you give credit or not.

(The above examples and further definitions can be found at Plagiarism.com)

Parent Name/Signature _____ Date _____

Student Name/Signature _____ Date _____

Personal Possessions

Students are expected to care for their own possessions and to keep up with personal belongings. The school district cannot be responsible for loss, theft, or damage to personal belongings. However, when properly reported, school officials will, if possible, assist the student in locating lost or stolen property within the limits of their ability to do so.

Automobile/Motorized Vehicle Use

* Students may not bring a motorized vehicle on any school campus without special permission from the parents/guardians and the school's administration. Permission forms are to be obtained from the appropriate school office. All student vehicles must be registered with the school's administration and must display a parking decal issued by the school on the rearview mirror.

* Students must park vehicles in designated areas as assigned by the administration. **STUDENTS MAY NOT RETURN TO THE VEHICLE DURING THE SCHOOL DAY.**

* Freshmen (9th graders) are not permitted to bring their vehicles on the school campus.

* Only legally licensed drivers shall be given permission to bring any motorized vehicle to school. **Exclude driving permit**

* Any student bringing a motorized vehicle on campus must provide the school office with some proof of liability insurance on the vehicle. This proof may be a copy of the insurance policy or a statement from the insurance provider. Parents- notes will not meet this requirement.

* Sitting in cars during school hours is strictly prohibited. After parking, students are to leave the parking lot immediately.

* The district shall not assume any responsibility for damage to student vehicles or theft or vandalism involving the approved vehicle.

* The parking lot is off limits during the school day. School District Police Officers will patrol the parking lot at different times throughout the day.

* Vehicles are not to be moved from one area of the campus to another during the school day.

* Students shall not play loud, vulgar, or obscene music while their vehicle is on school property.

* Students shall drive in a courteous and careful manner and obey all speed and traffic flow signs.

* All vehicles on Jefferson Davis County School District Property are subject to search. Students found with illegal or prohibited items may face disciplinary actions and criminal referral to the appropriate court.

*Bringing an automobile to school is a privilege and therefore may be temporarily or permanently revoked for violating the above regulations or the student code of conduct.

*Seatbelts must be worn.

* No one shall ride in or on vehicles in non passenger compartment areas.

Jefferson Davis County High School

Student Driver Contract and Policies

SY 2024-2025

Student Name _____ Grade: _____

Driving to and from Jefferson Davis County High School is a privilege that carries with it a great responsibility.

Please read through the following list. These simple rules allow us to ensure safety for those driving, as well as those walking on campus.

- Students may not drive and possess a vehicle on campus until he/she has a valid Mississippi Driver's license.

- Jefferson Davis County High School is a closed campus; students are not permitted to leave the premises until dismissal time without special permission. Being able to drive and possess a vehicle on the premises of JDCHS is a privilege and not a right; the privilege may be revoked at any time. Written permission must be obtained in order to leave campus early. **All notices will be verified before the student can leave campus.**

- Students who drive to school are required to display a JDCHS decal. JDCHS licensed student drivers must abide by all of the following regulations:

- The vehicle must be registered with the Jefferson Davis County High School office by completing this form and placing the original with Mrs. Myers in records. A photocopy of the student's current driver's license and the insurance card must be on file in the office. Should changes occur, this must be updated. A current parking decal will be issued and must be displayed at all times. If the students drive multiple vehicles, you must register each vehicle. Decals are \$10.00 each. Replacement will be 15.00

- The vehicle must be parked in the assigned parking area unless permission has been granted by the school administrators.

- Students may not go to the vehicle during the school day.

- If a student driver is to transport other students to or from school, or school functions, the parents/legal guardians of the driver must give written permission for the specific individuals to ride with their son or daughter. This written permission must be on file with the school.

- Parents/legal guardians of students who are transported from school by another student driver must have that driver listed on their son/daughter's release form.

Jefferson Davis County High School

Student Driver Contract and Policies

SY 2023-2024

Students may not have any item in their vehicles that is not allowed at school.

This includes, but is not limited to, knives, guns, drugs, alcoholic beverages, tobacco products, etc.

- Offensive and inappropriate bumper or window stickers are prohibited.

- Music should not be played from a vehicle loud enough to be heard outside the vehicle with the windows down.

- JDCHS reserves the right to inspect the vehicle if deemed necessary by the administration.

- Any transfer of the vehicle during the school day (such as the parent picking it up, etc.) must be reported to the high school office.

- No vehicle may carry more riders than there are seat belts. All vehicles, drivers, and riders are not only under JDCHS guidelines but also under the laws of the State of Mississippi when on campus or at JDCHS functions.

- If a driver is to check out of school before dismissal time (for example, for a doctor's appointment), a note from the parent/legal guardian must be brought in that morning to the high school office, and the parent/guardian will be called by the school for verification. Students are not allowed to check via phone.

- I understand that if I am late or refuse to adhere to these terms, my driving privileges will be revoked. I must report before 7:55. After 7:55, I must report to the front office.

- 3 tardies = 3 days in ISS
- 6 tardies = Driving privileges suspended for 1 week.
- 9 tardies = Driving privileges suspended for 30 days.
- 12 tardies= Driving privileges will be revoked.

Student Signature Parent Signature

Administrator Signature Officer Signature

Public Displays of Affection

Public displays of affection on school grounds are not permissible and will result in disciplinary action.

Student Demonstrations/Strikes/Sit-In Activities, Etc.

The Board is responsible for providing an appropriate education program. The right of a child to attend school and receive an educational program is mandated by law. The Board will not tolerate any disruption or interference with that right through the use of violence, vandalism, seizure of any area of school property, sit-in activities, walkouts, strikes, or other methods of demonstration which disrupts the operation of the school.

Messages and Gifts to Students from Parents/Guardians and Others

Except in the case of emergency, classes cannot be interrupted by messages to students from parents/guardians or others. PLEASE DO NOT ASK THAT THIS BE DONE EXCEPT IN EMERGENCY SITUATIONS. Such disruptions interfere with instruction and result in loss of time and concentration. Arrangements for family matters should be made in the home, not at school or through the school office. No message will be delivered except from the parent/guardian. If a true emergency necessitates a message to a student, the school office will deliver that message. Further, the district recognizes the enjoyment students get by receiving gifts on special occasions. However, such deliveries to students can cause problems for school personnel and must be handled appropriately. Because of safety issues, balloon deliveries will not be allowed at school. Students may not distribute personal correspondence at school.

Use of School Office Telephones

School office phones are business phones. Students will not be allowed to use school office phones except in case of an emergency/illness. Calls for missing materials, homework, etc. will not be allowed. Checking out of school over the phone is prohibited (telephone check-out is prohibited).

Student Grade Requirements and Extra-Curricular Activity Participation

The Jefferson Davis County School District shall adhere to the regulations, rules, guidelines, and standards set and promulgated by the Mississippi High School Activities Association, Inc. (hereinafter called the Association) as expressed and set forth in the Association's Handbook during each scholastic year.

Retention of Students for Extra-Curricular Purposes Prohibited

It shall be the policy of the district that no student shall be retained for purposes of extra-curricular participation. This practice, commonly called "red-shirting," is strictly prohibited.

Athletic

Any athlete that quits a sport in season shall not be allowed to participate in another sport until the season has ended for the sport in which he quit.

Middle/High School Eligibility

To be eligible **only** for middle/high school activities, a student must have passed any four courses (that meet the equivalent of 250 minutes per week and meet MDE requirements) with a 2.0 average for the preceding semester

(computed numerically or by GPA). The year-end average for the spring semester will be used to compute averages for the fall semester. Students must be on track to be promoted to be eligible.

To be eligible for high school activities, the middle/high school student must have a 2.0 overall average (computed numerically or by GPA) for the four core courses (English, math, science, and social studies) from the preceding semester. The year-end average for the spring semester will be used to compute averages for the fall semester. Students must be on track to be promoted to be eligible.

Summer school or extended school year grades will replace the grade for a failed course in the spring semester GPA.

WHO'S WHO- One female and male student will be elected.

UNDER-CLASSMAN – One female and male student will be elected.

Extra-Curricular Policies and Procedures

CLASS OFFICERS AND CLUB OFFICERS ELECTIONS - Nominated and elected by the respective classes or clubs.

- * **Citizenship Requirement** Must have satisfactory conduct and good citizenship.

During the year of election, a student cannot:

- * Reach Step 5 or above on the discipline ladder
- * Receive more than two office disciplinary referrals (not teacher misconduct reports)

HOMECOMING COURT - All maids are nominated and selected by their respective grades.

One maid for grades 9th, 10th and 11th.

There will be two senior maids.

A homecoming queen will be selected from the two senior maids. The entire student body will vote for the homecoming queen from the two senior maids.

There will be one JROTC maid.

There will be one football maid.

The two senior maids will not be eligible for JROTC maid, nor eligible for football maid.

After voting for senior homecoming court, the football team will vote on a "football maid". The football team will not be allowed to select from the two senior maids.

***The Homecoming Court will be escorted by a male parent or a male relative.**

For all elections, a faculty committee under the supervision of the administrator will count the votes.

- * Elections will be conducted during designated times and locations determined by school. Winners must receive 51% of the vote. Some run-offs may be necessary to achieve this.

- * **Citizenship Requirement-** Must have satisfactory conduct and good citizenship.

During the year of election, a student cannot:

- * Reach Step 5 or above on the discipline ladder
- * Receive more than two office disciplinary referrals (not teacher misconduct reports)

BAND GUARD POLICIES

- * The guard in the marching band is comprised of members of the high school band. The guard is considered a selection of the band and expected to function as such.
- * Guard tryouts and practice for tryouts will be held during the spring of each school year. Judges will be selected from adults who are actively involved in the instruction of the guard on the school and/or junior college level.
- * Students who are selected for membership in the guard will be assessed a uniform/equipment fee.

* Rehearsals - Additional summer and fall rehearsals and/or camps are required for guard members. Members are expected to attend.

VII. SPIRIT GROUP POLICIES- For both high school and elementary school

- * All candidates will be given information concerning the criteria judges will be evaluating BEFORE tryouts.
- *^a Three judges will be provided by the MHSAA when applicable. These judges will be from out of town and will have no direct connection to the candidates or coaches.
- * The number of spirit team members selected will be determined by the local school's coach with the approval of the principal.
- * Coaches with the approval of the principal will determine the length of pre-tryout sessions.
- * No one other than official judges, spirit coaches, tabulators, administrator, and the spirit group candidates will be allowed at the tryouts.
- * No video taping will be allowed during pre-tryout sessions or tryouts.
- * Spirit candidates will not be allowed to check out on tryout day.

MHSAA Rules and Guideline as outlined in the Spirit Rules Book will be the standard to which all squads will adhere.

All squad members and coaches should familiarize themselves with the policies set forth in the handbook.

1. A list of activities, games and practice dates will be given to each squad member, and members will be expected to attend all dates unless prior approval has been given by the coach.
2. Spirit group members must meet all financial responsibilities including summer camp, camp wear, uniforms, warm-up suits, competition travel and fees.
3. Absolutely no jewelry of any kind may be worn at practice or games.
4. No glitter lotion, spray, etc., may be worn while at practice or games.
5. Exemplary conduct is expected at all times. Squad members should represent their schools in a positive manner at games and practices.
6. The coach will determine all practice, camp and game apparel. No loose or baggy clothing.
7. Uniforms will be approved by school administration.
8. Uniforms will be worn during pep rallies at school only. Squad warm-up pants and tops may be worn during the day in accordance with the Jefferson Davis County School District dress code.
9. Squad members are responsible for their own transportation to and from games and practices.
10. Hazing is strictly prohibited. Students who participate in hazing activities shall be subject to disciplinary action.
11. Each school must follow MHSAA guidelines for routine decency. **All routines should be in good taste and have administrator approval.**

Field Trips-Extra Activities

The parent/guardian must grant permission for their child to make a field trip and must sign an appropriate permission form which provides that school personnel are authorized by the parent/guardian to seek out and secure medical attention necessary should the child be injured or become ill during a trip. Further, parents/guardians must assume responsibility for payment of any costs involving medical treatment for their child. Misbehavior may result in loss of the field trip privileges.

Chaperones cannot bring any other children.

Student Clubs and Organizations

Student clubs and organizations are encouraged; however, such clubs and organizations shall only be organized and operative after the principal/assistant principal has granted approval. No club or organization shall be formed without a proper sponsor, who shall be a certified staff member of the district. Secret clubs and organizations are not permitted in the schools of the district. Students who form, become members of, or participate in activities involving a non-approved club or organization shall be subject to disciplinary action.

Proms

Within the Jefferson Davis County School District, proms are not school-sponsored activities.

Fundraising Activities

Clubs, organizations, and other school programs often wish to conduct fundraising activities to raise funds for projects, trips, convention attendance, and other operations of the group. However, such activities should be as limited as possible. Sponsors wishing to conduct such activities shall follow the procedures for making fundraising requests:

1. The sponsor is to neatly complete a request form as provided by the school's administration.
2. The form is to be submitted to the appropriate principal for approval or denial.
3. If approved, the request form will be presented to the Superintendent, who will present the request to the Board of Education, who will have the final authority to either approve or deny the request.

Student Publications

Student publications are a part of the total school program. Any publication must be appropriate as to grade level and content. All publications are self-supporting and shall be sponsored by a faculty advisor. Any articles, pictures, slogans, or other written/visual material to be used in an approved publication must be cleared through the principal of the school before the publication is printed and distributed. This policy includes school newspapers, annuals, pamphlets, brochures, or any other publication associated with the school.

School Facilities**Notification of Asbestos Re-inspection**

In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), in 1988 we performed inspections of each of our school buildings for asbestos-containing building materials. The inspection findings and asbestos management plans have been on file in each school administrative office since that time. The EPA requires us to perform re-inspection of the asbestos materials every three years and surveillance every six months. The last re-inspection was completed in 2015. The results of the re-inspection are on file in the management plan in the Jefferson Davis County Superintendent's Office in Prentiss, MS.

The Asbestos program manager is available to answer any questions you may have about asbestos in our buildings at 792-4267.

