Hazlehurst City School District

"Excellence is the Expectation"

2026-2027

Student Handbook

119 Robert McDaniel Drive
Hazlehurst, MS 39083
Phone: 601.894.1152
Fax: 601.894.3170
www.hazlehurst.k12.ms.us

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CONSENT UPON REGISTRATION

By registration of your child (children) or any student in the Hazlehurst City School District, all parents, legal guardians, and students do hereby consent to and agree to obey and follow rules and regulations contained in this handbook and such other oral directions of school administrators or teachers as may be necessary or desirable to carry out the orderly educational process of the school. Further, such parents, legal guardians, and students agree to abide by and follow all rules or school board policies as are obtained in the official policy handbook located at the administrative offices of the Hazlehurst City School District at 119 Robert McDaniel Drive Hazlehurst, MS 39083. Further, all parents, legal guardians, and students agree and are hereby informed that all students of the Hazlehurst City School District are subject to questioning or being taken into official custody while at school by any appropriately appointed law enforcement official or department of human services agent investigating an official case upon oral or written court order of the Copiah County Youth Court, County Court, Circuit Court, or Chancery Court of the State of Mississippi.

EQUAL EDUCATIONAL OPPORTUNITIES

The Hazlehurst City School District grants equal educational opportunities to all qualified persons regardless of race, creed, color, sex, national origin, marital status, religion, or disability. It is the intent and desire of the Hazlehurst Board of Education that equal educational opportunities be provided in any and all educational programs and activities. All inquiries regarding Hazlehurst City School District's nondiscrimination policies, requests for copies of grievance procedures, and filing of grievances should be submitted to the following person:

Dr. Nonya C. Thrasher, Superintendent
Hazlehurst City School District
119 Robert McDaniel Drive
Hazlehurst, MS 39083
Phone: 601.894.1152
Fax: 601.894.3470

LEGAL REFERENCE: MS Code 37-15-35; 1972 Educational Amendments, Title IX; 1964 Civil Rights Act, Title VI; 1973 Rehabilitation Act, Section 503 & 504; 45 CFR Part 84 and Part 86; Brown vs. Board of Education, 347 U. S. 483 (1954); Mississippi Public School Accountability Standards

JB 5-13-09

COMPLIANCE POLICIES

The Hazlehurst City School District is in compliance with Title VI of the Civil Rights Act of 1962, including regulations in vocational education, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Family Educational Rights and Privacy Act of 1974.

District policy assures that no one shall on the grounds of race, color, age, religion, national origin, sex or disability, be excluded from participation in, be denied the benefits of, or otherwise

be subjected to discrimination in any program or activity of the school. The sex of the student will follow the regulations as outlined under Title IX. The vocational department encourages males and females to enroll in nontraditional classes and to train for nontraditional jobs.

It is the policy of the Hazlehurst City School District not to discriminate against any otherwise qualified individual with disability, solely by reason of his/her disability, in admission or access to, or treatment or employment in, any program or activity sponsored by this school corporation.

Inquiries regarding compliance with this policy should be directed to the Section 504/ADA Coordinator or to the Office for Civil Rights, U.S. Department of Education, Washington, D.C.

The name and address of the Coordinator of Section 504 of the Rehabilitation Act of 1973 is Mr. Warren Banks, 112 School Drive Hazlehurst, MS 39083; telephone 601-894-1152 ext 3203. The name and address of the Title IX Coordinator is Mrs. Morgan Davis, 119 Robert McDaniel Drive, Hazlehurst, MS 39083; telephone 601-894-1152.

Hazlehurst City School District

2026-2027 Academic Calendar

July 2026

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
					3 Days	

August 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31				*21 Days*	

September 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
					20 Days	

October 2026

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
					19 Days	

November 2026

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
					16 Days	

December 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
					11 Days	

January 2027

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31					*19 Days*	

February 2027

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
					18 Days	

March 2027

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
					16 Days	

April 2027

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
					22 Days	

May 2027

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31				*15 Days*	

June 2027

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Events

July

3: Independence Day/ Closed
20-21: New Teacher Orientation
22: District Convocation
23-24, 27-28: PD/No Students
29: 1st Day of School

August

No holidays/closures

September

7-8: Labor Day Holiday/ Closed
10: Progress Reports
25: End of 1st Term
28: Beginning of 2nd Term

October

5-6: Fall Break/ Closed
7: PD/No Students
15: Report Cards

November

5: Progress Reports
23-27: Thanksgiving Holiday/ Closed

December

8-10: Exams
15: End of 2nd Term (60% Day)
16-31: Christmas Holiday/ Closed

January

1: New Year Holiday/ Closed
4: Beginning of 3rd Term
7: Report Cards
18: MLK Holiday/ Closed
28: Progress Reports

February

15: Presidents' Day/ Closed
16: PD/ No students

March

5: End of 3rd Term
8-12: Spring Break/ Closed
15: Beginning of 4th Term
18: Report Cards
26: Good Friday/ Closed
29: Easter Monday/ Closed

April

15: Progress Reports

May

4-7: Exams
21: Last Day of School (60% Day)/End of 4th Term/Graduation
31: Memorial Day/ Closed

June

19: Juneteenth Observance/ Closed

Legend: First and Last Day of School | Professional Development (PD) | **Hazlehurst City School District (HCSD) Closed**

Hazlehurst City School District 2026-2027 Bell Schedules

Hazlehurst Elementary School

First Bell	7:30 am
Instructional Day Begins	7:35 am
Pre-K Dismissal	2:45 pm
Grades K-2 Dismissal	3:00 pm
Grades 3-5 Dismissal	3:04 pm

Hazlehurst Middle School

Period	Begin	End
Period 1	7:35 am	8:25 am
Period 2	8:29 am	9:19 am
Period 3	9:23 am	10:13 am
Break	10:13 am	10:28 am
Period 4	10:32 am	11:22 am
Period 5	11:26 am	12:33 pm
Lunch	12:05 pm	12:33 pm
Period 6	12:37 pm	1:27 pm
Period 7	1:31 pm	2:21 pm
Period 8	2:25 pm	3:15 pm

Hazlehurst High School

Period	Begin	End
Breakfast	7:10 am	7:35 am
Period 1	7:40 am	8:35 am
Period 2	8:39 am	9:29 am
Break	9:29 am	9:39 am
Period 3	9:43 am	10:33 am
Period 4	10:37 am	11:27 am
Period 5	11:31 am	12:41 pm
1st Lunch Wave 11:36 am – 11:56 am		
2nd Lunch Wave 12:06 pm – 12:26 pm		
Period 6	12:45 pm	1:35 pm
Period 7	1:39 pm	2:29 pm
Period 8	2:33 pm	3:25 pm

CENTRAL OFFICE PERSONNEL

Hours of Operation
Monday – Friday 7:30 am – 4:00 pm

Superintendent	Dr. Nonya C. Thrasher
Director of Business Services	Sherry Terry
Director of Academic Support	Morgan Davis
Director Special Services	Warren Banks
Director of Accreditation, Compliance & Accountability	
Director of Food Services	Bobbie Washington-Hall
Transportation Supervisor	Terry Lee Banks
Safety/Security Supervisor	Andre' Watson
School Resource Officer	Darian Murray
Maintenance Supervisor/Athletic Director	Keswic Alexander
Accounts Payable Specialist & Transportation Clerk	Brittany Smith
Payroll Specialist	Alysha Jones
Human Resource Specialist/16th Section Mgt.	Sacunda Hentry
Board Clerk	Robin Bishop
MSIS Coordinator	Kawana Tanner
Administrative Assistant	Louis Price

Hazlehurst City School District Board Members

Paul Rhodes, President
Oscar Tanner III, Secretary
Gloria Sandifer, Member
Corey Murray, Member
Darryl Hilliard, Jr., Member

SCHOOL BOARD ATTORNEY

Carroll Rhodes

School Administration

Hazlehurst Elementary School

112 Marvin Minor Drive
Hazlehurst, MS 39083
Phone: 601.574.2783
Fax: 601.894.3960

Dr. Felicia Thomas, Principal
Vonnie Byrd, Assistant Principal
Dr. Felicia McGowan, Assistant Principal
Estell Felton, Counselor
Terry Bridges, Administrative Assistant
Daquita Boyd, Counselor Assistant
Sylvia Warner, Attendance Clerk

Hazlehurst Middle School

112 Marvin Minor Drive
Hazlehurst, MS 39083
Phone: 601.894.3463
Fax: 601.894.2629

Kawana Tanner, Principal
Jailyn Newell, Assistant Principal
Latrina Gray, Counselor
Robin Bishop, Administrative Assistant
Anita Easterling, Counselor Assistant

Hazlehurst High School

101 South Haley Street
Hazlehurst, MS 39083
Phone: 601.894.2489
Fax: 601.894.3120

Marvin Davis, Sr., Principal
Dr. Veronica Wylie, Assistant Principal
Dr. Erica Towers, Counselor
Patoria Flowers, Administrative Assistant
Brittany Carter, Counselor Assistant
Robin Custom, Attendance Clerk

ENROLLMENT POLICY AND PROCEDURES

Enrollment Requirements and Assignments (Policy IEC)

The Hazlehurst City School District shall admit into its free public schools all eligible residents and legally transferred minor children who are between the age of five (5) and twenty (20) or before September 1 of the school year.

1. Each minor child shall attend school in the school district of his/her residence unless legally transferred to another school district by the school board pursuant to MS Code §37-15-29.
2. Except for those students who legally transfer, each minor child seeking to enroll in this school district shall be a school district resident. All students shall register at the school they are assigned to attend.
3. Any new student enrolling in this school district or any continuing student whose residence has changed shall be accompanied to enrollment by a parent, guardian, adult custodian, or adult agent of a social service agency of the district who shall register the minor child for admission except students who have legally transferred. The accompanying adult shall be required to verify his/her residence as herein provided as part of the registration process.
4. A transfer student must have proper documentation and must have board approved release from the previous district before the student is eligible for consideration of enrollment.
5. When any child applies for admission or enrollment in any public school in the state, the parent, guardian or child, in the absence of an accompanying parent or guardian, shall indicate on the school registration form if the enrolling child has been expelled from any public or private school or is currently a party to an expulsion proceeding. If it is determined from the child's cumulative record or application for admission or enrollment that the child has been expelled, the school district may deny the student admission and enrollment until the superintendent of the school or his designee has reviewed the child's cumulative record. At that time, it may be determined that the child has participated in successful rehabilitative efforts including, but not limited to, progress in an alternative school or similar program. If the child is a party to an expulsion proceeding, the child may be admitted to a public school pending final disposition of the expulsion proceeding. If the expulsion proceeding results in the expulsion of the child, the public school may revoke such an admission to the school. If the child was expelled or is a party to an expulsion proceeding for an act involving violence, weapons, alcohol, illegal drugs or other activity that may result in expulsion, the school district shall not be required to grant admission or enrollment to the child before one (1) calendar year after the date of expulsion. The child may enroll back into school only after the expulsion period is complete. If the expulsion complete date falls in the middle of a term, then the guardian will be allowed to enroll the child at the beginning of the next term.

Expulsion Notice (Policy JDE)

A child or parent must now indicate on the registration form if the child has been expelled from any public or private school or is currently a party to an expulsion proceeding. If the Cumulative Record or application shows that the child has been expelled, the District may deny admission until the Superintendent or his designee has reviewed the record and determined that the child has participated in successful rehabilitative efforts including progress in an alternative or similar program.

Denial of Admission for Violent/Other Acts

If the child was expelled or is a party to an expulsion proceeding for an act involving violence, weapons, alcohol, illegal drugs or other activity which may result in expulsion, the District is not required to grant admission or enrollment before one calendar year after the date of expulsion. (**37-15 -9 Mississippi Code Annotated of 1972).**

Child Find (Policy IDDF)

The Hazlehurst City School District is committed to serving students with learning, physical, and/or mental disabilities, homeless children, wards of the State and children with disabilities attending private schools. If you know a child age birth through 21 in need of special services, please call 601.894.2276 or 601.894.3360. The Local Survey Committee will meet and make recommendations regarding the needs of students.

The Hazlehurst City School District is committed to serving students with disabilities. The district hereby sets a goal of providing educational opportunities to identified eligible students with disabilities under the age of twenty-one (21). The opportunities will be provided in accordance with application of state and federal laws and court decisions.

The Hazlehurst City School District will provide free appropriate public educational programming for students with disabilities ages three (3) through twenty (20). Child Find Policy Each year, the Hazlehurst City School District will have an awareness campaign aimed at locating and identifying children with exceptionalities. When a child is suspected of having a disability is referred, a MET meeting will be held to determine the need for a comprehensive assessment. If the child is determined eligible for special education services, he or she will be provided a free appropriate public education in accordance with application of state and federal laws and court decisions.

Individualized Educational Program (Policy IDDF)

The HCSD will develop or revise, whichever is appropriate, and implement an Individualized Educational Program for each eligible student with a disability. The program will be reviewed periodically but not less than annually.

Due Process

The HCSD will ensure that eligible students with disabilities and their parents are guaranteed due process with respect to the provision of a free appropriate public education.

Least Restrictive Environment

The HCSD will, to the maximum extent appropriate, educate eligible students with disabilities

with students having no disability in their age group. The removal of students with disabilities from the regular education program will occur only when the nature or severity of the disability is such that education in regular classes with supplementary aids and services cannot be achieved satisfactorily. A continuum of alternative placements based on individual students' IEP will be provided to eligible students with disabilities in the district.

Placement of the students will be determined at least on an annual basis and will be as close to the student's home as possible. In selecting the least restrictive environment for each student, consideration is given to any potentially harmful effect on the student, or the quality of services needed. If a student with a disability can function socially, emotionally, and mentally with students with no disability or a similar chronological age, he or she will be given that opportunity in accordance with his/her IEP.

Opportunities for participation to the maximum extent appropriate in a variety of non-academic and extracurricular services will be available to children with disabilities.

Protection in Evaluation
Evaluation materials and placement procedures used by the district will be, to the maximum extent possible, selected and administered so as not to be racially or culturally discriminatory such that no student will be misclassified, misplaced, or unnecessarily labeled as having a disability because of the inappropriate selection, administration, or interpretation of the materials procedures.

Confidentiality
The HCSD will protect the confidentiality of all the data in its records relative to students with disabilities.

Extended School Year for Children with Disabilities

When necessary to insure a free appropriate public education (FAPE), Hazlehurst City School District shall offer an extended school year program to those students with disabilities whose Regression-Recoupment Syndrome is so severe that it can be predicted that they will have gained no educational benefits from their previous year's educational programs (as defined in the IEP) without extended school year services. The purpose of the extended program is to maintain each student's mastered skills so that the summer vacation period will not render the previous year's educational program of no educational benefits.

Graduation Age Consideration

A student must be at least (17), but not more than (21) years of age prior to the date of graduation.

English Learners (EL) and Homeless Students (Policy JQN)

Admission of ELL and homeless students' will be conducted in accordance with federal law. For more information, please contact the school your child will be attending or contact the District's Federal Programs Director at (601) 894-1152.

Address Change

Parents should inform the school counselor or any changes in address or telephone number during the school year. Proof of residence must be furnished.

ATTENDANCE POLICY AND PROCEDURES (MS Code 37-15-9) (Policy JBA/JBD)

A compulsory-school-age child is a child who is six (6) years-old on or before September 1 of the calendar year has not turned seventeen (17) years-old on or before September 1 of the calendar year; or is five (5) years-old on or before September 1 **and** is enrolled in a full-day public school kindergarten program.

The Principal will report such absences to the School Attendance Officer if the compulsory-school-age child is not enrolled in a school within fifteen (15) calendar days after the first day of the school year of which such child is eligible to attend; or the compulsory-school-age child has accumulated five (5) unexcused absences during the school year.

The parents/guardians of a compulsory-school-age student are subject to prosecution if the compulsory-school-age child is not enrolled in school within fifteen (15) calendar days after the first day of the school year of the public school that such is eligible to attend; or the compulsory-school-age student has accumulated twelve (12) unexcused absences during the school year

Upon the twelfth (12) unexcused absences, the student will be referred to the school attendance officer.

Excused Absences

The following are acceptable reasons for excused absences:

- Attendance at an authorized school activity with prior approval of the Principal
- Illness or injury that includes isolation ordered by the County Health Officer or the State Board of Health
- Death or serious illness of a member of the immediate family
    - The immediate family shall include grandparents, parents, brothers, and sisters, including stepbrothers and stepsisters.
- Medical or dental appointments
    - Approval must be gained before the absence, unless it is an emergency
- Attendance at court if a party is involved in a case or under subpoena to be there
- Attendance at a religious event if required by a student's religion
    - Must have prior approval of the superintendent
- Any valid educational opportunity that may arise
    - The educational value must be demonstrated to the superintendent or his/her designee in advance of the absence

Documentation for Excused Absences

Only five **(5)** parent written excuses will be accepted per semester. Excuses beyond that point must be provided from a medical facility or other official agency. A doctor's statement must verify absences due to extended periods of illness and/or hospitalization of the student. When a student has received medical attention, a medical excuse must be presented upon return to school. Students are expected to present their excuse no later than three days after returning to school to receive an excused absence. Excuses not submitted within the required period will be recorded as unexcused.

Homebound Program

To attain homebound status, the parent, counselor, and an administrator must determine and implement an educational program which the student can implement at home.

Students may be enrolled in the homebound program following the sixth consecutive day of absence that is a result of an illness diagnosed by a physician, provided that all requirements for homebound enrollment be met. Parents are asked to contact the school principal to arrange for homebound instruction of up to fifteen (15) days. School board approval is needed for each additional period of fifteen (15) days of homebound instruction.

College Day Attendance

Students who wish to attend a college day must submit a request the principal at least one week in advance. Students are to make arrangements with the teachers to make up all work missed. College Day Attendance will count as an excused absence. Documentation of attendance must be provided upon the student's return to school.

Planned Absences

Decisions concerning individual student absences for activities not related to the school program (Boy Scouts, Girl Scouts, 4-H Clubs, Legislative Pages, etc.) are not the responsibility of the school or school district officials and should not be confused with school or district sponsored activities. However, if a student is **participating in an authorized school activity** with the prior approval of the superintendent of the school district, or his/her designee, the student is considered present for average daily attendance reporting purposes.
The activities include, but are not limited to:

- Official Organized Events
- Subject-Matter Field Trips
- Athletic Contest
- Student Conventions
- Music Festivals or Contest

Unexcused Absences

Any other absence not accompanied by a note or doctor's excuse shall be unexcused - this includes Out of School Suspension (OSS).

Make-up Work

Students will be allowed to make up class work missed during excused absences. This work must be made up in a manner satisfactory to the teacher. The general guideline to be followed is one (1) day to make up work for each day of absence, up to a total of five (5) days. This procedure may be adjusted in the case of extended absences. It is the responsibility of the student (and parent) to request makeup work.

Procedure for Making up Work

1. Based upon guidelines set forth in the Compulsory School Attendance Law, unexcused absences will be reported to the Attendance Officer. In cases of excessive absences, educational neglect charges may be filed against parents/guardians. **(MS Code 37-13-91) (JBA/JBD)**

2. It is the responsibility of students to arrange for make-up work due to an absence on the first day back to school. The number of days allowed for a student to make up missed work will be equal to the number of days missed. (Example: If a student misses three (3) days, he/she will have three days to make up missed work). Failure to complete the work within the required number of days will result in a failing grade for the missed work.
3. Students will receive full credit for excused absences. Students will receive partial credit (adjusted scale) for unexcused absences.

Partial Credit Scale	
Regular Scale	*Adjusted Scale*
100	80
95	76
90	72
85	68
80	64
75	60
70	56
65	52
60	48
55	44
50	40
45	36
40	32
35	28
30	24
25	20
20	16
15	12
10	8
5	4
0	0

4. Pre-announced work or tests missed because of an absence shall be made up on the day the student returns to school.
5. If a student is away from school on official school business, i.e., athletic trips and or any other official school reason, the following will apply:
    a. The office will publish a list of students and the nature of the school trip.
    b. Students are required to make up all work missed due to the school trip.
    c. Students representing the school district must report to school at the regularly scheduled time on the day of the activity unless excused by school personnel.

66% Rule

For the purpose of determining and reporting attendance, a pupil must be present for at least sixty-three percent (66%) of his/her instructional day, as fixed by the local school board, and defined by the student's schedule, in order to be considered in full-day attendance.

Tardy to School

It is very important that students get to school and to class on time each day. The instructional day begins promptly at the following times each morning:

Hazlehurst Elementary School	7:35 am
Hazlehurst Middle School	7:35 am
Hazlehurst High school	7:40 am

If a student arrives to the school campus after the instructional day begins, the student is considered tardy and must report to the school office to receive an Admittance Slip to class.

Being tardy for school will only be excused for medical appointments or court proceedings that require the attendance of the student. Car trouble, oversleeping, and other excuses will not be accepted as valid reasons for being tardy. Students who are habitually tardy to school will be referred to the attendance officer.

Breakfast is served each morning. See schedule below.

School	Start Time	End Time
Hazlehurst Elementary School	7:00 am	7:25 am
Hazlehurst Middle School	7:00 am	7:30 am
Hazlehurst High School	7:00 am	7:35 am

Additional Attendance Information

- Once a student reports to school, they are not permitted to leave without administrator and parent permission. Students leaving the campus without proper permission will be considered skipping.
- People on the approved checkout must come in person to check out a student for early dismissal. That person should be prepared to show government issued ID.
- The student may only leave campus with a parent/guardian, or other(s) identified in the student's record.
- Students who leave school during the day for illness are expected to remain at home for the rest of the day.
- Students that come to school on time and remain all day every day will be identified as having Perfect Attendance. To maintain this status, students cannot be tardy or checked out for any reason.
- Any student who participates in an extra-curricular or athletic activity must attend school at least 66% of the day before an athletic event unless the absence is excused.
- Students must be in attendance for 180 days.
- Students who are on a school-sponsored activity are not to be counted absent and should not be considered absent in awarding Perfect Attendance.
- Any student serving an Out of School Suspension, Alternative School Placement, or Expulsion is not allowed to participate in or attend any school-sponsored event(s).

Field Trips (Policy JGFB)

Field trips will be planned and supervised by the sponsor of the activity. It must be of an

educational nature and approved by the school principal.

Checkout Procedure (Policy JGFC)

Students are dismissed at the end of each school day. Each student must have an updated registration form on file at the school which he/she attends. This form will include current contact information and emergency call numbers along with the signatures of persons who are authorized by the parent/guardian to check out the student. When checking out a student, a picture ID will be required. Checkouts are discouraged:

- During the first hour of school
- After 2:30 p.m. (2:00 p.m. Pk-5)
- During emergency drills
- In the event of an emergency
- During any state test administration

Additional Checkout Information

- Checkouts should be held to an absolute minimum, as any time missed out of class is detrimental to student achievement.
- A student must be present for at least 66% of the school day to be counted present.
- Students will only be dismissed and allowed checkouts by individuals listed on his or her Student Information/Registration Form.
- Students are not allowed to change bus assignments without proper documentation.
- Phone calls will not be accepted to make changes to a student's dismissal procedure.
- A Student may not be picked up by a parent from any locations outside the front office.
- All dismissals must be completed from the front office. The individual requesting the dismissal must remain in the office to receive the student and sign him or her out.
- Students may be dismissed with individuals from off-campus locations on field trips; however, the student must return to the school and dismiss according to the guidelines outlined above.

Early Dismissal for Inclement Weather or Emergency Situations (Policy EBBD)

The schools in the district will keep students on the regular schedule. Under limited circumstances, the district (in cooperation with the Local Emergency Management or other agencies) may decide to dismiss school early for the safety and protection of the students and staff. Parents should stay *weather alert* and have a plan to care for their child/children if there is a reason to dismiss early.

In the case of early dismissal due to an emergency, the district will notify parents through media outlets, media platforms and computer generated phone calls.

It is important to keep your contact information updated with the school office.

The bus drivers will not knowingly leave a child unattended at home. The schools will remain open so that the bus driver can return the child to school. The bus drivers will call the school to let the principal know when all students have safely arrived home.

***Truancy* (Policy JBAC)**

Students are expected to be in the proper place at all times during the school day. A student will be considered truant if he/she:

- Is absent from school without prior parent knowledge/permission
- Is absent from class without teacher or administrator permission
- Leaves school during the day without appropriate approval
- Misuses a hall pass (i.e., staying out of class for an extended amount of time or going to places not granted permission to be)

Parents shall receive a computer-generated phone call from the school upon three (3) unexcused absences. Upon five (5) unexcused absences, the student and parent will be reported to the School Attendance Officer. The School Attendance Officer will make contact with the parent. Upon ten (10) unexcused absences, the student and parent will be reported again to the School Attendance Officer. The School Attendance Officer will make a second contact with the parent. Upon twelve (12) unexcused absences, the School Attendance Officer will report the parent to the court which may include prosecution.

ACADEMIC REGULATIONS (MS 37-3-46)

Grades show the progress towards or degree of accomplishment relative to grade level standards and objectives of the subject. They shall only represent the quality of assignments completed or not completed. Grades shall be recorded no less than bimonthly and shall be listed by standard with a description of the assignment/assessment.

Types of grades include:

- Daily Grades (Homework, classwork, quizzes, and other independent work)
- Test Grades (Projects, end of unit tests, written/typed reports, and other tests that measure mastery of the standard and objectives)

Learners only progress effectively when they complete work assigned. Therefore, students are expected to complete all assignments. Teachers may give a penalty for late work when appropriate. When a student does not turn in an assignment before the end of a term, a grade of zero may become part of the average for that term. Students with any missing work before the end of any grading period will be ineligible for exemption from taking exams.

Extracurricular Activities (Policy IDF)

A student who is enrolled in any grade higher than Grade 6 in a school district must be suspended from participation in any extracurricular or athletic activity sponsored or sanctioned by the school district after a semester in which the student's cumulative grade point average is below 2.0 on a 4.0 scale in accordance with the Mississippi High School Activities Association (MHSAA).

This portion of the standard will be jointly monitored and enforced by the State Board of Education and the MHSAA. (MS Code 37-11-65)

Grading Policy (Policy IHA)

The Hazlehurst City School District will use the following modified 10-point grading scale:

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

Grade Calculations

Daily- 40% | Tests- 60%

Mississippi Assessments Requirements:

Grade Level Testing Program

- A universal screener in grades PK - 8
- A criterion-referenced test in reading/language arts and mathematics in grades 3-8
- A criterion-referenced test in science in grades 5 and 8

Mississippi Academic Assessment Program (MAAP)

- Criterion-referenced, end-of-course tests in Algebra I, Biology & English II.

MS Alternate Assessment

- IDEA 97 requires that the state develop and conduct an alternate assessment for students with disabilities who cannot participate in the state and district-wide assessment programs. *See the school counselor for further details.*
    - Make-up tests may be administered immediately following the initial or primary administration, but must be administered no later than the specified make-up date.

Promotion and Retention of Students Grades PK-8 (Policy IHE)

1. **Pre-Kindergarten**: Students will earn a minimum grade of 60 (D) in Reading/Language Arts and Mathematics. In Science and Social Studies, students will receive either a Satisfactory (S) or Unsatisfactory (U) progress. Student will not be retained.
2. **Kindergarten:** Students will achieve a minimum grade of 60 (D) in each of the core subjects of Reading/Language Arts and Math for promotion to the next grade. Multiple criteria including meeting the target scores on standardized assessments in early literacy and early numeracy will be utilized to determine promotion/retention for Kindergarten students.
3. **Grades 1 – 2**: Students will achieve a minimum grade of 60 (D) in each of the core subjects of Reading/Language Arts, Math and Science for promotion to the next grade.
4. **Grade 3**: Students will achieve a minimum grade of 60 (D) in each of the core subjects of Reading/Language Arts, Math and Science for promotion to the next grade. Promotion will also include receiving an adequate passing level on the state-approved reading assessment. If either of the above items is not passed, the student will be retained unless a Good Cause Exemption is approved for the state reading assessment.

5. **Grades 4 – 8**: Students will achieve a minimum grade of 60 (D) in each of the core subjects of Reading/Language Arts, Math, Science and Social Studies for promotion to the next grade.
6. **Any course that offers Carnegie Units** – a passing grade of 60 or above.

Literacy Based Promotion Act (Policy ICHI)
In compliance with the "Literacy Based Promotion Act," it is the intent of the Hazlehurst City School District to improve the reading skills of Kindergarten - Third Grade students so that every student completing the Third Grade can read at or above grade level.
The Hazlehurst City School District shall comply with all requirements of the Act, including, but not limited to: 3rd Grade Reading Summative Assessment.

Beginning in the 2014-2015 school year, a student scoring at the lowest achievement level in reading on the established state assessment for 3rd grade will not be promoted to 4th grade.

If a K - 3 student has been identified with a substantial deficit in reading, the teacher will immediately, and with each quarterly progress report, notify parents or legal guardians of the following in writing:

- Determination of a substantial deficit in reading,
- Description of student services and supports presently provided,
- Description of proposed supplemental instruction and support to remediate the student's deficit areas,
- Strategies for parents to use at home; and,
- Notification that student will not be promoted to 4th grade if reading deficiency cannot be remediated by the end of 3rd grade
- Provide intensive reading instruction and immediate intervention to each K-3 student who exhibits a substantial deficiency in reading at any time.

The intensive reading instruction and intervention must be documented for each student grades K-3 in an individual reading plan.

Plagiarism/Cheating
Cheating is defined as giving or receiving information on assignments and tests; or turning in another's work as his/her own (i.e., from another student, author, or copied word for word from the internet). Students will receive a **zero** for the work involved. Parents will be notified and asked to come to the school for a conference.

Transfers (Policy JBCD)
When a student transfers from another school system, his/her grades earned at the previous school shall be converted to the numerical values of the Hazlehurst school system and entered into the class record book with a transfer notation.

Multi-Tiered System Of Supports (Policies IC & IEF)
The Hazlehurst City School District has implemented a Multi-Tiered System of Supports (MTSS) to accelerate and maximize student academic and social-emotional outcomes through appropriate intervention, data collection, data-based decision making, evaluation, and progress

monitoring for students in need of supplementary intensive academic and behavioral supports in order to ensure all students graduate high school college-and-career ready.

Source: Miss. Code Ann. § 37-177-1, et seq., (Act) (Revised 8/2016)

1. The purpose of this policy is to ensure that the behavioral and academic needs of every student are met through an instructional model that is designed to address student learning with quality classroom instruction and opportunities for intervention. The Mississippi Department Education (MDE) shall require every school district to follow the instructional model, which consists of three (3) tiers of instruction:

    a. Tier 1: Quality classroom instruction based on Mississippi Curriculum Frameworks
    b. Tier 2: Focused supplemental instruction
    c. Tier 3: Intensive interventions specifically designed to meet the individual needs of students
2. If strategies at Tier 1 and Tier 2 are unsuccessful, students must be referred to the Teacher Support Team (TST). The TST is the problem-solving unit responsible for interventions developed at Tier 3. Each school must have a Teacher Support Team (TST) implemented in accordance with the process developed by the MDE. The chairperson of the TST shall be the school principal as the school's instructional leader or the principal's designee. The designee may not be an individual whose primary responsibility is special education. Interventions will be:
    a. designed to address the deficit areas;
    b. evidence based;
    c. implemented as designed by the TST;
    d. supported by data regarding the effectiveness of interventions.
3. Teachers should use progress monitoring information to:
    a. determine if students are making adequate progress,
    b. identify students as soon as they begin to fall behind, and
    c. modify instruction early enough to ensure each student gains essential skills.

    Monitoring of student progress is an ongoing process that may be measured through informal classroom assessment, benchmark assessment instruments, and large-scale assessments.
4. After a referral is made, the TST must develop and begin implementation of an intervention(s) within two weeks. No later than eight weeks after implementation of the intervention(s) the TST must conduct a documented review of the interventions to determine success of the intervention(s). No later than 16 weeks after implementation of the intervention(s), a second review must be conducted to determine whether the intervention(s) is successful. If the intervention(s) is determined to be unsuccessful, then the student will be referred for a comprehensive assessment.
5. In accordance with the Literacy-Based Promotion Act of 2013, each public school student who exhibits a substantial deficiency in reading at any time, as demonstrated through:
    a. performance on a reading screener approved or developed by the MDE, or
    b. locally determined assessments and teacher observations conducted in Kindergarten and Grades 1 through 3, or
    c. statewide end-of-year assessments or approved alternate yearly assessments in Grade 3, must be given intensive reading instruction and intervention immediately

following the identification of the reading deficiency. A student who was promoted from Grade 3 to Grade 4 under a good cause exemption of the Literacy-Based Promotion Act must be given intensive reading instruction and intervention. The intensive intervention must include effective instructional strategies and appropriate teaching methodologies necessary to assist the student in becoming a successful reader, able to read at or above grade level, and ready for promotion to the next grade.

6. A dyslexia screener must be administered to all students during the spring of their kindergarten year and the fall of their first grade year. The screening must include the following components:
    a. Phonological awareness and phonemic awareness;
    b. Sound symbol recognition;
    c. Alphabet knowledge;
    d. Decoding skills;
    e. Encoding skills; and
    f. Rapid naming (quickly naming objects, pictures, colors, or symbols (letters or digits) aloud.
7. All students in Kindergarten and grades 1 through 3 shall be administered a state-approved screener within the first 30 days of school and repeated at mid-year and at the end of the school year to identify any deficiencies in reading. In addition to failure to make adequate progress following Tier 1 and Tier 2, students will be referred to the TST for interventions as specified in Response to Intervention guidelines developed by MDE if any of the following events occur:
    a. Grades K-3: A student has failed one (1) grade;
    b. Grades 4-12: A student has failed two (2) grades;
    c. A student failed either of the preceding two grades and has been suspended or expelled for more than twenty (20) days in the current school year;
    d. A student scores at the lowest level on any part of the Grade 3 or Grade 7 statewide accountability assessment; or
    e. A student is promoted from Grade 3 to Grade 4 under a good cause exemption of the Literacy-Based Promotion Act.
8. Referrals to the TST must be made within the first twenty (20) school days of a school year if the student meets any of the criteria a-e stated above in Paragraph 7.
9. School districts must complete, at a minimum, documentation as required for all students in Tier 2 or Tier 3. All Tier 3 documentation must accompany the student's cumulative folder upon promotion or transfer to a new school.

Tutoring

Tutoring opportunities will be provided before school, during school, and after school when services are available.

Credit Recover Program (Policy IDCAB)

As a means of helping students get back on track toward graduation and to encourage students to remain in school, the Hazlehurst City School District School Board shall offer a "Credit Recovery Program" which allows students within the Hazlehurst City School District to earn credit for a course that was previously failed. "Credit Recovery" shall be defined as a course-

specific, skilled based learning opportunity for students who have previously been unsuccessful in mastering content / skills required to receive course credit or earn promotion. Credit recovery courses are to be used only for graduation requirements. A failing grade of 55 or above must be obtained by the student to participate in a credit recovery course. Additionally, the credit recovery grade shall be factored with the original failing grade to determine the student's final grade. A student who failed a course (such as English) may take the Credit Recovery Class addition to the next level (of English) during the same school year. Credit recovery courses shall be delivered via computer and online. The credit recovery course must be completed within a semester with 70 percent mastery. Teachers shall be trained to facilitate the online courses and the classes shall be asynchronous (students don't have to be online at a certain time). Certified staff shall be used to facilitate online credit recovery. All credit recovery participation in MAAP assessed courses shall require approval from the Office of the Superintendent.

Promotion and Retention of Students Grades 9-12 (Policy IHE)
Grade classification is based on the number of credits a student has earned, not necessarily when he/she will graduate. Students are classified at the opening of each school year. With permission of the high school principal, a student may enroll in courses at a local community college.

Promotion in Grades 9-12 is based on the accumulation of Carnegie units. See Graduation Requirements.

Requirements for Grade Level Classification (Cumulative Units)

- Freshmen - Students who have successfully completed the eighth grade and may have earned zero (0) Carnegie units.
- Sophomores - Students who have completed one year of attendance as a freshman and have earned seventh (7) units of credit. English I must be included in these credits.
- Juniors - Students who have earned fourteen (14) units of credit. English I and II must be included in these credits.
- Seniors - Students who have earned twenty (20) units of credit. English I, II, and III must be included in these credits.

Alternative Education Classes for Misbehavior (Policy JCD)

Curriculum and Instruction:
The Hazlehurst City School District will provide an alternative program. The Program will consist of core subject areas and elective classes for students in grades K-12. The instructional program will be consistent with Mississippi Department of Education accountability requirements.

Behavior and Guidelines:
Principals will clearly explain the concept of the alternative program to all students at the beginning of the school year. Students are expected to comply with the school discipline policy.

Progress Reports

Progress reports from each teacher are sent via students to parents or guardians approximately four or five weeks before report cards are issued. Progress reports inform parents of the present

performance of the student.

Report Cards

At the conclusion of the first and third grading periods, report cards will be picked up by parents. Reports cards will be sent home with students at the end of second nine week grading period The fourth and final report card at the end of the year will be mailed to the current mailing address on file (please update office personnel if/when a change of address occurs). It is imperative that parents contact the school at the end of each nine week grading period if a report card has not been received. Communication of student progress is a responsibility shared both by the school (teachers and administration) and home (parents/guardians).

Student Recognition (Policy IIA)

Students will be recognized each nine weeks for their academic, attendance, and behavior accomplishments. Students will be recognized for Perfect Attendance, Good Citizenship, Honor Roll, Principal's Honor Roll, and Superintendent's List. Students who received **all A's** on their report cards will receive Superintendent's List recognition. Students who receive all **A's and B's** will receive Principal's List recognition. Students who receive **all B's** will receive Honor Roll recognition.

Special Education Students (Policy IDDF)

The Individuals with Disabilities Education Act (IDEA) and State Board of Education (SBE) Policy 7219 have established the Individualized Education Program (IEP) as the structure for planning and implementing goals and objectives for children with disabilities. The IEP is a cooperatively written plan created by the parent(s), the child with a disability (if appropriate), district personnel, and other IEP Committee members to describe the unique needs of the child and to develop a program that meets those needs. The IEP is a legally-binding document that describes specially designed instruction, related services, and accommodations and modifications needed to provide children with disabilities a Free Appropriate Public Education (FAPE). IEP's indicate what the child is expected to be able to achieve within one (1) year. IEP conferences are held at least once yearly.

In order to provide FAPE to all children with disabilities, the school system is required to have an IEP in effect for each child ages three (3) through twenty-one (21) years with a disability.

The Hazlehurst City School District will follow state and federal guidelines in the promotion/retention decisions regarding special education students.

Gifted Studies (Policy IDE)

Hazlehurst City School District seeks to ensure that gifted children who demonstrate unusually high potential are provided with an appropriate education that is based upon their exceptional abilities. Students deemed as 'gifted" will receive uniquely qualitatively educational experiences that are different than the regular education program. It is the mission of the district's gifted program to create a learning environment that fosters and encourages thinking, creativity, metacognition, healthy enriching relationships, and appropriate expectations and understanding of self.

Hazlehurst City School District Code of Conduct

A student has a right to a public education, but with this right comes personal responsibility. Education is a process that requires a safe and orderly environment. Students have a responsibility to know and to respect the rules and regulations of the school. Conduct is the manner in which students are expected to behave, ensuring that the necessary order and ambiance for learning can be achieved and maintained. Students are responsible for conducting themselves in an appropriate manner at all times. Students who obstruct any teaching, administrative, or extracurricular activity shall be subject to such disciplinary procedures as set forth in this document.

Every teacher is required and authorized to hold every student accountable for an orderly learning environment. Every student is strictly accountable for any disorderly conduct whether in school, on the playground, at a school-related event or activity, or enroute to or from school.

For the proper learning environment to be maintained, it is imperative that each school makes certain that students understand the conduct that is appropriate. To assist students, parents, and staff in maintaining such an environment, a Code of Student Conduct has been developed and approved.

This section of the handbook includes an authorized plan for disciplinary action. While it covers most behaviors, it is recognized that the plan is not all- inclusive. After careful review of the facts and other pertinent information in each case, the principal will take appropriate action.

A code of student conduct is provided to every student and every parent or legal guardian of students enrolled in the Hazlehurst City School District.

Students and parents must sign a form acknowledging that they received the Hazlehurst City School District's Code of Student Conduct. Students and parents are expected to abide by the Code of Student Conduct.

Discipline Overview

Discipline is defined as the steps or actions which teachers, administrators, support staff, parents, and students follow to enhance student academic and social success.

According to state law, a parent, legal guardian or custodian of a compulsory school-age child enrolled in a public-school district shall be responsible financially for his or her minor child's destructive acts against school property or persons. Miss. Code Ann. § 37-11-19.

A parent, guardian or custodian of a compulsory school-age child enrolled in a public-school district may be requested to appear at school by an appropriate school official for a conference regarding acts of the child.

Code of Student Conduct Purpose

Students have the right to a public education, but they are responsible for complying with rules and regulations of the Hazlehurst City School District and the reasonable instructions of all school personnel.

In addition to these rules, each local school or building principal may develop additional rules and regulations that govern student behavior and discipline at the school site. However, these campus rules and procedures must be consistent with policies and procedures of the Hazlehurst City School District.

The Code of Student Conduct applies to all Hazlehurst City School District students at all times whenever a student's conduct is reasonably related to school or school activities.

This includes:

- On school property before, during, and after school hours
- At any other time when the school is being used by a school group
- Off school grounds at a school activity, function, or event
- A school activity or a school-related function
- Whenever a Hazlehurst City School District student is in a capacity representing his or her school
- At the official school bus stop, on a school bus, a school-sponsored vehicle or traveling to and from school

STUDENT'S RIGHT/ RESPONSIBILITIES

Students have a right to Due Process, which consists of the following:

- Explanation of charges against them and certain evidence to support the charges
- The opportunity to be heard
- The right to a fair and impartial decision
- The availability of grievance procedures

Due Process (Policy JCAA)

When a student is confronted with disciplinary action, administrators shall afford him the safeguards of due process as required by applicable law.

In any case, the student must be made fully aware of his/her rights and must be given an opportunity to present his/her side of the case prior to any action being taken by school officials.

The Superintendent of schools and the principal of a school shall have the authority to suspend a student or place a student in the alternative school for good cause or for any reason for which such student might be suspended, dismissed or expelled by the school Superintendent. A student expelled for involvement in illegal activity may be denied admission to the alternative school. However, such actions are subject to review by the school superintendent. If the parent, guardian, or other person having custody of any child shall feel aggrieved by the suspension, dismissal, or denial of placement of that child, then such parent, guardian, or other person shall have the right to a due process hearing. The parent or guardian of the child must request a hearing by the Superintendent or principal within five (5) school days. The proper form for requesting such a hearing shall be provided the parent or guardian upon request for a hearing. S37-9-71

LEGAL REF.: Mississippi Code, S37-7-301 (e); S37-9-71;
Goss v. Lopez, 419 U. S. 565 (1975);
U. S. constitution, Amendment XIV
Wood v. Strickland, U. S. 95 S. Ct. 992 (1975)

Public Education:

Students have a right to be respected by teachers and peers; and the right to be healthy, and be in a safe and orderly environment.

Students have the responsibility of:

- Showing respect for teachers and peers.
- Making the school safe and orderly.
- Reporting those persons guilty of act against personal or school property.
- Assisting in creating an atmosphere conducive to learning.
- Not using illegal drugs, tobacco, or alcohol in school or on school property.
- Not bringing a weapon to school or on school property.
- Attending all classes daily and being punctual in attendance.
- Coming to class prepared and having appropriate working material.
- Being respectful of all individuals and property.

- Refraining from profane or inflammatory words or statements.
- Conducting themselves in a safe and responsive manner.
- Being responsible for their work and behavior.
- Abiding by the rules and regulations of the school.
- Completing all class work and homework assignments.
- Displaying conduct that does not interfere or violate the rights of others.

UNIFORM POLICY – GRADES PRE-K-8

The Hazlehurst City School District is comprised of a diverse community of students. The voices of the parents are welcomed and taken seriously when forming and implementing policies. Although research has not shown a direct correlation between uniforms and academics; research has revealed that uniforms are a contributing attribute for improving the school's climate and safety. In addition, uniforms will provide parent(s) with some financial relief in such economic times.

All students of the Hazlehurst City School District are required to comply with the dress codes of each respective school site.

Hazlehurst Elementary School

Uniform Colors

- Pants/Shorts/Skirts – Navy Blue, or Khaki with no logo. Shorts and skirts must be no more than three (3) inches above the knee.
- Shirts – Navy Blue, or White collar or polo style shirts with no logo.

All students are required to:

- Wear shirts tucked in at all times.
- Wear a belt if there are belt loops (navy, black, khaki, white, or brown).
- Wear clothing that is not see through.
- Wear navy blue, black, or white undershirts if the undershirt is visible.
- Wear all bottoms (pants, shorts, or skirts) appropriately at the waist (no sagging).
- Wear blue, black, or white socks.

The following are not allowed:

- Warm up pants, sweat pants, wind pants, or denim of any color
- Flip flops, slide in shoes, or house slippers, Cut-off pants or shorts
- Fish Net stockings
- Jeggings

Note: Leggings (blue, black, or white) are allowed only when worn under appropriate length skirts.

Hazlehurst Middle School

Uniform Colors

- Pants/Shorts/Skirts – Navy Blue, or Khaki with no logo. Shorts and skirts must be no more than three (3) inches above the knee.

- Shirts- polo style shirts with no logo of the appropriate color by grade level
    - 6th- Maroon | 7th- Navy | 8th- White or Grey

All students are required to:

- Wear shirts tucked in at all times.
- Wear a belt if there are belt loops (navy, black, khaki, white, or brown).
- Wear clothing that is not see through.
- Wear navy blue, black, or white undershirts if the undershirt is visible.
- Wear all bottoms (pants, shorts, or skirts) appropriately at the waist (no sagging).
- Wear blue, black, or white socks.

The following are not allowed:

- Warm up pants, sweat pants, wind pants, or denim of any color
- Flip flops, slide in shoes, or house slippers, Cut-off pants or shorts
- Fish Net stockings
- Jeggings

Note: Leggings (blue, black, or white) are allowed only when worn under appropriate length skirts.

Hazlehurst High School

The HCSD does not have a uniform policy for high school students. The removal of uniform does not remove the expectation of appropriate attire at all school and school related activities. The HCSD believes strongly in the freedom of expression for high school students. This freedom, however, must be in utilized in a manner that does not interrupt the learning environment. The high school administrators shall have final discretion in determining what constitutes an environmental disruption, in accordance to the expectations listed below.

Nonnegotiable High School Dress Code Expectations

- All pants and slacks must be worn at the waist. Underclothing must not be visible. Sagging of pants is prohibited.
- Spaghetti strap, strapless, and midriff tops are prohibited.
- Excessive cleavage and skin is prohibited.
- Clothes that disrupt the educational process are prohibited.
- Pants must have no exposed skin at or above the knee.
- Shoes must be worn. Students may wear athletic shoes, laced shoes, and/or shoe boots, loafers, dress shoes, and other closed toe/closed heel shoes. No house shoes are to worn.
- Sunglasses are not to be worn inside the building unless prescriptive and have been approved by the administration.
- Rings and/or studs in tongues, noses or on other exposed parts of the body (other than the ear) are prohibited for safety reasons.
- Coaches, physical education teachers, and vocational instructors have the discretion to prohibit all jewelry due to safety reasons and MHSAA regulations.

- Hats, caps or hoodies are not to be worn inside the building. Bandanas and hair rollers are prohibited.
- Any apparel, jewelry, cosmetic, chains, make-up accessory, or manner of grooming which by virtue of its color arrangement, trademark, or any other attribute denoting membership in a gang or advocating drug, alcohol or tobacco use, violence or clothing bearing racially, or sexually offensive messages may not be worn.

Disciplinary Ladder for Student Dress Code

Grades Pre-K- 5th

1st Offense	Warning
2nd Offense	Parent Contact
3rd Offense & Successive	Parent Conference

Grades 6th – 12th

1st Offense	Warning and Opportunity to Change
2nd Offense	1 Day ISS and Parent Contact
3rd Offense & Successive	OSS and Conference

The Hazlehurst City School District's dress code consequences shall be assigned to students in grades PreK-12th per term. At the beginning of each term, the assignment of consequences to students for dress code violations should start over.

STUDENT TRANSPORTATION FOR HAZLEHURST CITY SCHOOL DISTRICT (Policy JGFF)

Students and parents are asked for cooperation with drop-off and dismissal procedures regarding car transportation. Procedures have been established which promote the safety and security of all students.

It shall be the duty of passengers transported in school buses owned or operated by public school districts to conduct themselves in an orderly manner. The passengers shall abide by rules and regulations of the State Board of Education, and rules and regulations adopted by the Boards of the respective school districts.

Students are only allowed to ride their ASSIGNED bus to and from school. For safety reasons, there will be no bus changes throughout the school day.
To comply with state laws involving student transportation, each child who is eligible to ride a bus will be assigned to a regular bus route. The assigned bus is the only bus the child will be allowed to ride during the A.M. and P.M. schedules. Emergency situations will be considered by the school's administrators.

Changes in transportation assignments will not be approved by telephone. However, in emergency cases, this rule will be directed at the discretion of the school's principal.

School Bus (Policies EDC & EDDB)

Students of legal school age, which shall include kindergarten students, and in actual attendance in the Hazlehurst City School District, who reside one mile or more from the school to which they are assigned are provided the opportunity of riding an assigned district school bus.

Once a student is *en route* to school, he/she becomes the responsibility of the school district. Therefore, appropriate behavior required in the classroom also is required while a student is waiting at a bus stop and is *en route* to and from school. **Transportation is a privilege and failure to comply will result in loss of privileges.**

Bus Stop Safety (Policies EDC & EDDB)

When students are loading and unloading buses, they should:

- Exercise extreme caution when traveling to and from their assigned bus stop.
- Walk on the sidewalk when available.
- Never walk on the road when there is a sidewalk or pathway available.
- If there is no sidewalk or pathway, always walk on the left side of the road facing oncoming traffic and step off the road when a motor vehicle approaches.
- Look in both directions before crossing any roadway.
- Look in both directions before stepping from behind parked cars.
- Be at their assigned loading zone on time.
- Do not play on or near the road while waiting for their bus to arrive.
- Stay well off the roadway until the bus comes to a complete stop and the bus driver indicates that it is safe to board.
- Use the handrail while getting on and off the bus.
- Wait until the bus comes to a complete stop before trying to load or unload.
- When loading or unloading, always cross in front of the bus and walk approximately 10 feet in front of the school bus.

The MISSISSIPPI CODE OF 1972 as amended, section 63-3-615, meeting or overtaking school bus, states in part:

> (1) The driver of a vehicle upon a street or highway upon meeting or overtaking any school bus which has stopped on the street or highway for the purpose of receiving or discharging any school children shall come to a complete stop and shall not proceed until the children have crossed the street or highway and the school bus has proceeded in the direction it was going.
>
> (2) Any person violating the provisions of subsection (1) of this section shall be guilty of a misdemeanor and upon conviction thereof shall be fined not less than Two Hundred Dollars ($200.00) nor more than Five Hundred Dollars ($500.00), or imprisoned for not more than one (1) year, or both.

Student Conduct for School Buses (Policy JCDAD)

While riding a school bus in the Hazlehurst City School District, students shall not**:**

1. Engage in physical altercations
2. Threaten the driver
3. Possess weapons
4. Possess alcohol or drugs
5. Destroy school property
6. Possess tobacco

7. Molest, harass, threaten, or sexually harass other students
8. Refuse to obey the driver and/or be disrespectful to the driver
9. Eat or drink
10. Possess unauthorized articles
11. Move or stand when the bus is moving
12. Use profane language or make vulgar, crude gestures
13. Distract the driver
14. Make excessive noise
15. Use vulgar language
16. Commit any other act of improper conduct
17. Put head, hands, feet, and articles outside of the bus windows and doors
18. Miscellaneous – The bus driver must provide a written explanation.

Hazlehurst City School District Bus Discipline Ladder (Policy JCDAD)

- Students who violate rules 1-2 shall be suspended (School & Bus)
- Students who violate rules 3-7 will be suspended and or may be recommended for the placement in the alternative school or expelled from school and bus
- Students who violate rules 8-15 will be disciplined as follows:
    - 1st Offense-Warned
    - 2nd Offense-1 to 3 days off the bus
    - 3rd Offense-5 days off the bus
    - 4th Offense-off bus for the reminder of the semester

Student Vehicles – High School (Policy JGFF)

Per Hazlehurst City School District Policy, driving on Hazlehurst High School roads and parking on school property is a courtesy offered to students. Failure to abide by the following vehicle regulations shall result in loss of a student's right to bring a vehicle to school. The principal may suspend driving privileges for the semester or year if the situation warrants.

The official arrival time for student drivers is 7:30 am. Failure to arrive by 7:30 am may result is driving privileges being revoked.

Reckless driving and playing of loud music on school property will not be tolerated. This rule will be strictly enforced. Students should be especially careful when entering or leaving the school. When entering and leaving the school's campus, extreme safety steps should be practiced at all times.

The speed limit is 15-mph along the school campus. The 15-mph speed limit will be strictly enforced. During school hours the driveway in the front of the school is a one-way street from east to west. The speed limit is 5-mph in the front of the school and in the parking are. The 5-mph speed limit will be strictly enforced. The parking facilities are not public parking areas and are to be used for school purposes only. The parking spaces nearest the building are reserved for faculty, staff, and visitors.

Students may park in designated parking areas on a first come first served basis. Students may not park in designated faculty parking. This parking area is reserved for faculty and staff.

Do not park in the faculty parking area or in the back of the school building. Improperly parked vehicles may be ticketed –no exceptions.

Upon arrival at school, students must vacate their automobile and leave the parking lot. Violation of this rule may result in suspension.

Under reasonable cause law, students' automobiles are subject to administrative searches when driven and/or parked on school property.

Student driving on Hazlehurst High School Campus must:

1. Have Proof of Insurance
2. Hold a valid driver's license
3. Obtain an HHS parking decal

Decals must be displayed hanging from the review mirror. The assigned decal must match the resisted vehicle and license plate tag. Students are not allowed to go to their vehicle during school hours without permission from an administrator. Violators may lose their driving privileges.

Parent Transports

Parents are to pull up to the curbside so that students are not endangered by having to cross the street between vehicles. Parents are to heed the directions of the resource officers and school staff for directions regarding when to stop and go.

Parent Care

To establish effective school discipline, principals shall have the authority to place students in the care of their parents for the remainder of the school day. Such placement shall not be interpreted or noted as a suspension (zero-day suspension). For the amount of time that the student is absent, an absence will be recorded.

Parental Assistance Program

Parents of students who are experiencing serious disciplinary problems may be asked to come to the school to attend classes with their child/children during an entire day to monitor, conduct, and establish new behavioral patterns**.**

Trespassing

Trespassing is considered an unauthorized presence on school property. Students who are assigned to parent care, suspended, or expelled, but are on any campus unaccompanied by a parent/guardian will be considered trespassing. Loitering is not allowed on school property in the Hazlehurst City School District.

STUDENT DISCIPLINE PLAN (Policy JD)

Students have the right to public education, but they are responsible for complying with rules and regulations of the Hazlehurst City School District and the reasonable instructions of all school personnel.

The assertive discipline program, which will govern student behavior, includes the following list of disruptions to the instructional programs and schools' climate. The district's student discipline plan includes behavioral infractions, consequences, and procedures. Students who

violate school rules and engage in the type of misbehavior listed under severe disruptions will be assigned appropriate consequences listed in the discipline ladders.

Grades Pre-K thru 3rd – Disciplinary Procedures

Class 1 Infractions

- Violation of class rules and/or disobedience
- Refusal to identify oneself properly when requested to do so by a faculty or staff member
- Using forged or altered documents (report cards, progress reports, parental notes, hall pass)
- Improper behavior in the cafeteria, restrooms, at assemblies, on campus or on any Hazlehurst City School District grounds
- Unauthorized fund raising, including but not limited to the sale of candy
- Possession of iPods, iPad, tablets, electronic games and cell phones
- Pushing and shoving, horseplay
- Leaving class without permission
- Other behavior(s) as determined by the administrator including a pattern of repeated classroom or school-wide behavior
- Making gang signs

Class 1 Consequences:

- 1st Offense: Warning
- 2nd Offense: Contact Parent
- 3rd Offense: Corporal punishment or ISS (1-3 days)
- 4th Offense and successive offenses: ISS (3-5 days) or OSS at the Principal's Discretion

Class 2 Infractions

- Open defiance to a teacher, teacher assistant, substitute teacher, bus driver or any employee of the Hazlehurst City School District
- Profanity/vulgarity (to include but limited to acts, gestures, magazines, pictures, drawings or symbols)
- Possession of tobacco or tobacco products
- Fighting on any HCSD campus, on a bus, or school related activities
- Defacing or otherwise injuring property that belongs to the school district (to include restitution for damages)
- Leaving campus without permission
- Trespassing
- Continuous disobedience or classroom distraction
- Gambling
- Improper touching or talking
- Initiating or Instigating a fight
- Use or possession of fireworks and/or lighter
- Visiting unapproved websites on school computers
- Other behavior(s) as determined by the administrator including a pattern of repeated

classroom or school-wide behavior

Class 2 Consequences:

- 1st Offense: Corporal punishment or ISS (1-3 days)
- 2nd Offense: ISS (3-5 days)
- 3rd Offense and successive offenses: OSS (3-5 days) **Parent/guardian must accompany student to school upon return.**

Class 3 Infractions

- Use, sale or possession of drugs or alcohol on school grounds and/or at school activities
- Use or possession of a weapon or dangerous object that could be used to cause harm
- Bomb Threats-activating false fire alarm
- Harassment, intimidation, bullying, or threatening of another student
- Gang activity, association
- Sexual abuse/assault-any sexual act or attempting a sexual act with or without the individual's consent (continuous touching in inappropriate places)
- Stealing/theft or possession of stolen material
- Striking or intimidating a staff member/school employee
- Profanity/vulgarity towards a school employee
- Gang fighting-two or more students ganging up on one student
- Other behavior(s) as determined by the administrator including a pattern of repeated classroom or school-wide behavior
- Bullying either at school, at Hazlehurst City School District activity, or any online social site
- Assault/Battery - Hitting, kicking, or intimidation towards a school district employee
- Vandalism
- Coercion/ Extortion

Class 3 Consequences:

- 1st Offense and successive offenses: OSS (1-10 days), **Parent/guardian must accompany student to school upon return.** Recommendation for Alternative Education, or Expulsion

Note

- A student may be recommended for alternative education or expulsion at any time in the event the administrator feels the student's actions warrant such recommendations.
- School administrators may intervene at any step of the discipline ladder.

4th - 12th Grades- Disciplinary Procedures

Class 1 Infractions

- Excessive disruption of other students
- Failure/refusal to participate in class work or complete classwork assignments

Consequences

- Parent Contact
- Corporal Punishment and Parent Contact
- In-School Suspension (ISS) up to three (3) days and Parent Contact Failure to report will

result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**

Class 2 Infractions

- Eating food or drinking in unapproved areas
- Excessive tardiness (Beyond tardy ladder)
- Public display of affection
- Skipping or cutting school (After arrival to campus)
- Cutting class (After arrival to campus)
- Refusal to properly identify oneself
- Going to car without permission (to include abuse of car privilege)

Consequences

- Parent Contact
- Corporal Punishment and Parent Contact
- In-School Suspension (ISS) up to three (3) days and Parent Contact. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**
- In-School Suspension up to five (5) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.** Student must serve any previous assigned consequence.
- In-School Suspension up to ten (10) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return. Students must serve any previous assigned consequence.**
- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**

Class 3 Infractions

- Running in the halls, cafeteria, or classroom
- Dress code violation (Beyond dress code ladder)
- Parking violations on campus (loss of driving privilege)

Consequences

- Parent Contact
- Corporal Punishment and Parent Contact
- In-School Suspension (ISS) up to three (3) days and Parent Contact. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**
- In-School Suspension up to five (5) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return. Student must serve any previous assigned consequence.**
- In-School Suspension up to ten (10) days and Parent Contact. All assignments must be

correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return. Students must serve any previous assigned consequence.**

Class 4 Infractions

- Improper behavior at school including in the cafeteria, assemblies or on campus
- Gambling or possession of gambling devices

Consequences

- Parent Contact
- Corporal Punishment and Parent Contact
- In-School Suspension (ISS) up to three (3) days and Parent Contact. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. Parent/guardian must accompany student to school upon return.
- In-School Suspension up to five (5) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.** Student must serve any previous assigned consequence.
- In-School Suspension up to ten (10) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact**. Parent/guardian must accompany student to school upon return.** Students must serve any previous assigned consequence.
- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**
- Out-of-School Suspension up to ten (10) days and Parent Contact or OSS pending a hearing for Alternative School assignment. **Parent/guardian must accompany student to school upon return.**

Class 5 Infractions

- Profanity or vulgarity (to include acts, gestures, or symbols)
- Defiance, insubordination, or intentional disobedience towards teachers or staff
- Inappropriate physical contact (horseplay, shoving, tripping, etc.)
- Leaving classroom without permission/Forged note

Consequences

- Corporal Punishment and Parent Contact
- In-School Suspension (ISS) up to three (3) days and Parent Contact. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. Parent/guardian must accompany student to school upon return.
- In-School Suspension up to five (5) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.** Student must serve any previous assigned consequence.
- In-School Suspension up to ten (10) days and Parent Contact. All assignments must be

correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.** Students must serve any previous assigned consequence.

- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**

Class 6 Infractions

- Leaving campus without permission
- Disruptive behavior on the way to or from school, in the classroom, or at other school sponsored activities
- Physical altercation/struggle or verbal altercation
- Visiting unapproved websites on school computers
- Disrespect towards teachers or school administrators
- Other misbehavior as identified by school administrators

Consequences

- Corporal Punishment and Parent Contact
- In-School Suspension (ISS) up to three (3) days and Parent Contact. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**
- In-School Suspension up to five (5) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.** Student must serve any previous assigned consequence.
- In-School Suspension up to ten (10) days and Parent Contact. All assignments must be correctly completed during the time of suspension or extra days will be added until all work is completed. Failure to report will result in Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.** Students must serve any previous assigned consequence.
- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**

Class 7 Infractions

- Use or possession of fireworks (including lighters), or firecrackers
- Indecent behavior
- Defacing or injuring property that belongs to the school district (to include, but limited to writing on walls, inside or out; restitution included)
- Assault, harassment, intimidation, or threatening of other students (Bullying)
- Stealing/Theft

Consequences

- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**
- Out-of-School Suspension up to ten (10) days and Parent Contact or OSS pending a hearing for Alternative School assignment. **Parent/guardian must accompany student to school upon return.**

- Strict Probation
- Alternative School Assignment
- Expulsion

Class 8 Infractions

- Gang or gang-like activity/association
- Threatening or directing profane language towards a school/district employee
- Bullying & Cyber Bullying
- Habitual violation of school rules (Multiple Referrals)

Consequences

- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. **Parent/guardian must accompany student to school upon return.**
- Out-of-School Suspension up to ten (10) days and Parent Contact or OSS pending a hearing for Alternative School assignment. **Parent/guardian must accompany student to school upon return.**
- Strict Probation
- Alternative School Assignment
- Expulsion

Class 9 Infractions

- Smoking or using smokeless tobacco products, vape, and associated paraphernalia at or in immediate vicinity of the school
- Disorderly Conduct
- False Accusations
- Trespassing

Consequences

- Out-of-School suspension (OSS) up to five (5) days and Parent Contact. Parent/guardian must accompany student to school upon return.
- Out-of-School Suspension up to ten (10) days and Parent Contact or OSS pending a hearing for Alternative School assignment. **Parent/guardian must accompany student to school upon return.**
- Strict Probation
- Alternative School Assignment
- Expulsion

Class 10 Infractions

- Use or possession of weapons, firearms, ammunition, or look-alike/replica weapons
- Use, sale, or possession of drugs, drug paraphernalia, look-alike drugs or alcohol on or near school grounds or school functions; intoxication
- Assault and battery upon a school district employee
- Sexual misconduct, harassment, or improper touching another person
- Bomb threat
- Arson
- Coercion/Extortion

- Inflicting bodily injury
- Group Fight
- Violent Habitual Offenses

Consequences

- Out-of-School Suspension up to ten (10) days and Parent Contact or OSS pending a hearing for Alternative School assignment. **Parent/guardian must accompany student to school upon return.**
- Strict Probation
- Alternative School Assignment
- Expulsion

Additional Information

- At the discretion of school administrators, a warning may be given to a student.
- A student may enter the discipline ladder at any step depending upon the nature of the infraction.
- Failure to complete a consequence in the discipline ladder will result in moving to the next step on the ladder.
- In all cases of ISS and OSS consequences, students will lose all privileges during the time of the assigned suspension.
- In all disciplinary matters, students will be afforded due process.
- Self-defense is the use of appropriate and reasonable force to defend or remove oneself or another person against the assault of an aggressor when there is no reasonable avenue of escape or means of avoidance.
- Counseling may be added at any step of the discipline ladder.
- A parent/guardian conference is required prior to a student's return to school following an OSS assignment.
- To maintain a safe and orderly learning environment, a student may be immediately removed from campus.

Weapons (Policy JCDAE)

Weapons: Knife, box cutter, etc., firearm (includes, but is not limited to guns, rifles, bombs, etc.)

Any student in possession of a firearm, real or facsimile, operable or inoperable, while in school, on school grounds, at a school sponsored activity, on the school bus or at the bus stop will be immediately suspended from school by the principal.

The student will be reported to law enforcement authorities as prescribed by the Amendment of the Elementary and Secondary Education Act (ESEA) of 1965 to include the Gun-Free Act of 1994.

Any student who uses or threatens to use any object that may be classified as a weapon, regardless of the original purpose shall be considered in violation of this policy. Disciplinary recommendations include: expulsion for a period of not less than one school year, suspension, or referral to the Alternative School.

Students should not be in possession of items such as Mace, pepper spray, brass knuckles, etc. while at school or on school property.

The principal, who will deal with each individual case based upon the circumstances, shall direct suspension and/or other recommendations for expulsion for possession of a weapon.

Additional Offenses

Students committing offenses such as open profanity, serious disrespect, stealing, disobedience, and unacceptable gestures toward an adult, or other students, will automatically be disciplined at the principal's discretion in accordance to the district's discipline policy.

Tobacco (Policy EBAB)

The Mississippi Legislature passed a law prohibiting the use of tobacco products on all school properties and at all school-sponsored events. The legislation sets the standard for making schools tobacco-free and sends a strong message to our students that tobacco use is unhealthy and will not be tolerated in any part of their education.

If a student violates this law he/she will receive a three (3) day Out of School Suspension.

Suspension (Policy JCA)

Suspension will be assigned to any student who declines discipline measures deemed necessary and appropriate by school administrators.

When a student is suspended, he/she will receive a zero on all course work if the work is not completed in the required time period. Students will be given one day for each day suspended to complete make-up work.

Any student who does not serve his/her assigned suspension days by the end of the regular school year, will serve the remaining suspension days at the beginning of the next school year.

In School Suspension (Policy JCA)

Administrators may assign a student In-School Suspension (ISS) for violations in the Code of Student Conduct policy.
Students in ISS must:

- Complete all assigned work before they are allowed to exit.
- Obey the rules of the ISS program as outlined by the ISS instructor.
- Not interact with any other students in ISS.
- Stay in ISS for the full school day.
-

Corporal Punishment (Policies JD & JCD2)

Corporal punishment may be administered to students in the Hazlehurst City School District as a disciplinary alternative. Only certified administrators shall administer corporal punishment, and the disciplinary action must be conducted in the presence of an adult witness.

Note: It is the responsibility of parents to notify school administrators/principals in writing if

corporal punishment is not to be administered to his/her child. Such notification must be delivered in person by the parent and shall be filed in the student's school record each year.

Infraction/Consequence Ladder for Students with Disabilities (Policy IDDF)

The disciplinary consequence ladder applies to students with a disability on all infraction levels. The lone exception to the consequence ladder is that a student(s) with a disability cannot serve more than 9 days out-of-school on a suspension in one school year without receiving supplemental services from the special educational services department. On the 8th day of suspension for a student who possesses a disability according to IDEA regulations, the Hazlehurst City School District Special Education Director will be notified in proceeding to prepare for the rendering of supplemental services for the student(s). Supplemental services will be provided at the location that is feasible for the student, parent, and the service provider.

If a student with disabilities is referred to alternative placement, a manifestation meeting will be held with the special education director, the principal, a special education teacher, a general education teacher, and the student's guardian(s) to discuss alternative placement. All laws under IDEA will be followed in relation to each alternative placement.

Expulsion (Policy JDE)

Any student expelled from the Hazlehurst City School District will lose all privileges of attendance and participation for the duration of the expulsion. Expulsion shall be by administrative recommendation. All requirements of due process shall be followed in cases requiring expulsion. Exceptional Education students will be granted all rights per State and Federal laws and regulations when addressing disciplinary procedural actions.

Prohibited Activities (Policy JCBB)

Gangs (Policy JCBB)

Gangs, which initiate, advocate, or promote activities which threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. Tattoos, jewelry, accessories, manner of grooming or the use of hand signals which symbolize affiliation of such group or presents a clear and present danger, is prohibited. Any student participating in such activities shall be subject to suspension from school as follows:

- **First offense:** 5-day suspension from school
- **Second offense:** 10-day suspension from school
- **Third offense:** Expelled from school or placed in the Alternative School

Alternative Education (Policy JCD)

Student Placement

Student placement in alternative education is a result of referrals from his/her home school. Student placement is assigned at a minimum of 45 days. Students assigned to alternative

education are removed from the regular school environment and activities and placed in a more controlled setting. Students undergo a highly structured day from 7:30 a.m. to 3:10 p.m. Students must report immediately to the alternative education classroom when arriving on campus. Students are not allowed to attend school functions or sporting activities.

Students assigned to alternative education are prohibited from participating in and/or attending any school function or activity while assigned to alternative education. Students are not allowed to go on the property of other schools within the Hazlehurst City School District. Failure to comply with this restriction will result in the student being reported to law enforcement for trespassing.

Hearing (Alternative School)

Note: Incidents will be reviewed on a case by case basis and determined at the discretion of the building level principal if they should be referred to the district's hearing officer.

Disciplinary Hearings

The principal is initially responsible for determining if an offense committed by a student for which suspension for greater than 10 days or expulsion may be warranted. Once a decision is made by the district's hearing officer that the offense is one which could result in expulsion, a district hearing is mandatory.

After advising the student in writing of the pending charges and providing the student with an opportunity to refute said charges, and if the principal finds reasonable grounds to believe a student in his/her school has committed such an offense, the principal is authorized to suspend the student one (1) to ten (10) days under the guidelines set forth for student suspension. Parental contact will be made at the earliest reasonable time following the official allegation by the school.

The principal's conclusions will be based on the facts pertaining to the documentation of the incident. Said documentation shall include all information available, including but not limited to the following categories:

- An operational definition of the offense(s)
- Persons involved and events reported
- Witnesses
- When and where the offense(s) occurred

The preceding documentation shall be forwarded to the Hearing Officer from the school making the recommendation for dismissal, along with a request for a hearing. A hearing will be held in the central office of the Hazlehurst City School District.

The Superintendent has authorized the Hearing Committee to make a recommendation relative to expulsion. The Hearing Officer, acting as the Superintendent's designee and a hearing committee shall review the recommendation and will hold a conference with the parent/guardian of the suspended student within ten (10) days of the offense(s) which shall be maintained by a designated recorder. The composition of the hearing committee will be determined by the

Superintendent

The recommendation for dismissal or resolution of the matter shall be forwarded to the Superintendent within the ten (10) day period imposed by the principal. Parents will be notified in writing of the decision of the Hearing Committee by the Hearing Officer, or the Superintendent designee. Parents have the right to appeal the decision of the Hearing Committee. Requests to appear before the School Board should be made in writing to the Superintendent no later than five (5) days after the Hearing Committee renders its decision.

Recommendations of expulsion shall be presented at the next regular meeting of the Hazlehurst City School Board. It is important to note that the hearing concerning a student's dismissal is administrative in nature and will not excuse the student from civil and/or criminal procedures and/or remedies which may be appropriate in light of the specific circumstances of each incident.

Exit Criteria

An exit committee consisting of administrators, support personnel, and the school's counselor will review periodically each student's behavior, attendance, and academic performance. The evaluation process will determine if the student will remain in Alternative Education or returned to his/her home school. Students who exhibit continual disruptive behavior while assigned to Alternative Education may be subjected to additional disciplinary action which may include a disciplinary hearing. Parents, home school principal, the student, and school counselor are required to attend all conferences.

STUDENT HEALTH SERVICES

Communicable Diseases (Policy JGCC)

The HCSD school board has the power, authority, and duty to exclude from the schools students with what appears to be infectious or contagious diseases; provided, however, such student may be allowed to return to school upon presenting a certificate from a public health officer, duly licensed physician, or nurse practitioner that the student is free from such disease. ' 37-7-301 (h)

Head Lice

For any student who has had head lice on three (3) consecutive occasions during one (1) school year, the principal shall notify the county health department of the recurring problem of head lice with that student. The student shall not be allowed to attend school until proof of treatment is obtained. §41-79-21

Educating Students With Chronic Infectious Diseases (Policy JGCC)

A student with a chronic infectious disease shall be removed from the classroom temporarily and until the district's medical advisor in consultation with the student's physician determines whether the student's presence in the school poses a risk of transmission of such chronic

infectious disease to others.

Should it be determined by the school's medical advisor that attendance poses no threat, the student shall be allowed to resume attend school subject to whatever restrictions or limitations, if any, that the school's medical advisor shall recommend. The student's school attendance shall be reviewed by the school's medical advisor in consultation with the student's physician at least once every month to determine if continued school attendance poses any risk of transmission of such chronic infectious disease to others.

Should it be determined by the school's medical adviser that attend school poses a risk of transmission of such chronic infectious disease to others, an appropriate alternative education program shall be established for that student who shall continue until the district's medical adviser determines that the risk of transmission to others has abated and normal school attendance can resume. The decision of the district's medical adviser shall be final.

Program of First Aid (Policy JGFG)

Each principal shall have a planned written program for handling emergencies resulting from accident or sudden sickness of students which shall be approved by the designee of the superintendent. The program of first aid for emergencies shall provide direction for giving immediate care, notifying parent, guardian, or custodian, getting the student home, and directing the parent, where necessary, to the source of treatment.

Administration of Prescription Medicine (Policy JGCDC)

School personnel will not administer prescription medicine to a student unless the student's physician authorizes school personnel to administer the medicine and the parents/guardians have signed the Indemnity Agreement associated with this policy. The parents/guardians are responsible for obtaining a statement from the physician authorizing school personnel to administer the medicine. The statement should include:

1. Student's name
2. Diagnosis
3. Name of medicine
4. Method of administration
5. Time/s to administer the medicine
6. Amount of medicine
7. Date to discontinue or review administration of medicine
8. Physician's signature
9. Date the parents/guardians are responsible for getting the medicine to the school.

Asbestos (Hazardous Materials Policy EM)

The Hazlehurst City School District wishes to inform the faculty, students, parents, and the public as to the status of its asbestos management program. The district has trained personnel on staff to identify, handle and dispose of asbestos material should there be a need.

STUDENT SAFETY

For information related to student conduct, disciplinary action, and the School Safety Act of 2001, please refer to MS CODE ' 37-11-55.

Child Abuse or Neglect

In compliance with MS Code ' 43-21-353, district personnel shall immediately report suspected child abuse or neglect to the Mississippi Department of Human Services. The number for the Child Abuse Hotline is (601) 359-4991, or toll free (800) 222-8000.

Disaster Emergency (Policy EBBD)

If the Hazlehurst City School Board determines that it is not economically feasible or practicable to operate any school within the district for the full one hundred eighty (180) days required for a scholastic year as contemplated due to an enemy attack, a manmade, technological or natural disaster, or extreme weather emergency in which the Governor has declared a disaster or state of emergency or the U.S. President has declared an emergency or major disaster to exist in this state, the school board may notify the State Department of Education of the disaster or weather emergency and submit a plan for altering the school term.

If the State Board of Education finds the disaster or extreme weather emergency to be the cause of the school not operating for the contemplated school term and that such school was in a school district covered by the Governor's or President's disaster or state of emergency declaration, it may permit that school board to operate the schools in its district for less than one hundred eighty (180) days; however, in no instance of a declared disaster or state of emergency under the provisions of this subsection shall a school board receive payment from the State Department of Education for per pupil expenditure for pupils in average daily attendance in excess of ten (10) days. ' 37-13-63

Safety Drills (Policy EBBA)

Each school shall have a current disaster plan and shall conduct regular safety drills, to include but not limited to bomb threat, earthquake, fire, and tornado.

It shall be the duty of the principals and teachers in all school buildings to instruct the pupils in the methods of fire drills and to practice fire drills until all the pupils in the school are familiar with the methods of escape. Such fire drills shall be conducted often enough to keep such pupils well drilled. It shall be the further duty of such principals and teachers to instruct the pupils in all

programs of emergency management as may be designated by the state department of education.

It shall be the further duty of such principals and teachers to develop and conduct an active shooter drill within the first sixty (60) days of each new school semester for students, teachers, and staff. ' 37-11-5

TARDY POLICY (Policies JBA & JBAC)

The district recognizes that regular attendance and punctuality are important if students are to obtain maximum benefits from the educational process and develop good work habits that carry over into their adult life. Parents and students are expected to abide by the Compulsory School Attendance Law.

The practice of being punctual is considered by Hazlehurst City School District to be an acquired habit that enhances the student's ability to succeed in adult life. A student who is absent from the classroom or is tardy in arriving to the classroom will not achieve at the same level as students who are punctual to class. A student who is tardy to class disrupts the instructional process for other students in the classroom. Tardy to class is defined as not being in the classroom and in your seat when the tardy bell rings to begin class. Students who exceed the allotted number of tardies will be subject to disciplinary action.

Parent Involvement is vital to a child's academic success. Phone calls, letters, parent meetings at school, and home visits will be utilized to inform parents of their child's tardiness, absences and early dismissals.

Pre-K-5th Grades

Ongoing communication with homeroom teachers will alert the attendance counselor of individual student attendance trends and concerns. The following tardy consequences for students in grades Pre-K-3rd shall be implemented during each term:

Offense	Consequences
1st Late Check-In/Early Check-Out	Warning
2nd Late Check-In/Early Check-Out	Warning and Parent Notification
3rd Late Check-In/Early Check-Out	Mandatory Parent Conference
4th Late Check-In/Early Check-Out	Home Visit
5th Late Check-In/Early Check-Out	Notify Department of Human Services

6th– 12th Grades

The following tardy consequences for students in grades 4th - 12th shall be implemented during each term:

Offense	Documentation	Consequence (s)
1st Offense	Office Documentation	Warning
2nd Offense	Office Documentation	Warning and Parent Notification
3rd Offense	Office Documentation	Parental Notification & ISS
4th Offense	Office Documentation	Parental Notification & OSS

Additional Tardy Information

- When students are tardy to school, parents/guardians are expected to accompany his/her child into the office to be officially signed in to school.
- The Hazlehurst City School District's tardy policy shall be followed with students in all grades. At the beginning of the 2nd semester, the steps within the tardy policy should start over. If a student is habitually tardy to school and/or class, the principal, at his/her discretion, shall implement an array of interventions that shall include but not limited to parental involvement, attendance resources, counseling services, ISS, OSS, and Department of Human Services.

Please note, Tardy is considered ten minutes or less after the tardy bell. Once the student has arrived to the school campus, any time after 10 minutes of being unaccounted for is considered skipping and will follow the code of conduct discipline ladder.

Leaving School/Checkout Procedures

Students are not allowed to leave the school campus during school hours for any reason without the knowledge and consent of the administration. Permission to leave the school grounds will only be granted upon sign-out by the student's parent or guardian.

Permission to leave school grounds will be granted to those who are on the student's permission form. Parents may not call the school to have their child checked out over the phone. No checkouts will be approved while off campus on a field trip.

The HCSD strongly discourages the checking out of students after 2:00 p.m. (Pk-5) and 2:30 p.m. (6-12).

CELLULAR PHONES AND ELECTRONIC DEVICES

The Hazlehurst City School District is committed to establishing a culture of learning where all students are afforded the opportunity to develop to their fullest potential. The District further believes that to accomplish this mission, it is imperative that classroom instructional time be protected and policies are approved that are appropriate for each grade level. Responsible usage of cellular phones and electronic devices are allowed within the HSCD.

Cellular Phone/Electronic Policy – 4th – 8th Grades

The Hazlehurst City School District prohibits the irresponsible usage of cell phones by students in grade 4th - 8th during the school day and instructional hours. Usage during instructional time shall be allowed with teacher permission. This policy also includes all other types of telecommunications and/or electronic devices. The school day includes the time that school begins in the morning until classes are dismissed in the afternoon (including class change).

If a student violates this policy (cell phone seen or heard), they will receive the following consequences:

- **1st Offense** - Cell phone and SIM card will be confiscated and returned to the student at the end of the school day.

- **2nd Offense** - Cell phone and SIM card will be confiscated for seven (7) calendar days and the parent/guardian of the student will be notified. Confiscated cell phones will only be given to parents/guardians.
- **3rd Offense** - The cell phone and SIM card will be confiscated for thirty (30) calendar days and the parent/guardian of the student will be notified. Confiscated cell phones only will be given to parents/guardians.
- **4th Offense and Successive** – The 3rd offense consequences will be implemented.

Refusal by the student to immediately turn over the cell phone and any other electronic devices will result in disciplinary actions.

Students have no right of privacy as to the content contained on any cell phones and other electronic communication device that have been confiscated.

Hazlehurst City School District employees have no financial responsibility for items that have been confiscated, lost or stolen.

Stolen, borrowed, or otherwise misplaced cell phones will not be the subject of administrative intervention.

High School Cellular Phone/Electronic Policy – 9th – 12th Grades

The district recognizes that cellular phones and other wireless communication or portable electronic devices have become an important tool through which parents communicate with their children. Therefore, students are permitted to possess such devices on school property so long as the devices are not activated or used during the instructional day (including class change) or as otherwise directed by local school rules or school personnel. Wireless communication and portable electronic devices include, but are not limited to, cellular phones, electronic devices with internet capability, two-way radios, hand held computers and similar devices.

Authorized Use

Administrators may authorize individual students to use wireless communication devices for personal purposes when there is a reasonable need for such communication. Teachers and administrators may authorize individual students to use wireless communication or portable electronic devices for instructional purposes provided that they supervise the students during such use.

Although use generally is permitted before and after school, use of cellular phones and other wireless communication or portable electronic devices may be prohibited on school buses when noise from such devices interferes with the safe operation of the buses.

Consequences for Unauthorized Use

School employees may immediately confiscate any wireless communication or portable electronic devices that are on, used, displayed or visible in violation of this policy. Confiscated items will be locked in the front office. Absent compelling and unusual circumstances, confiscated devices will be confiscated and returned to the student at the end of the instructional

day. With any future violations of the policy, the device will be returned only to the student's parent.

The following factors should be considered when determining appropriate consequences:

Whether the wireless communication device was used **(1)** to reproduce images of tests, obtain unauthorized access to school information or assist students in any aspect of their instructional program in a manner that violates any school board policy, administrative regulation or school rule; and **(2)** to bully or harass other students; **(3)** to send illicit text messages; **(4)** to take and/or send illicit photographs; or **(5)** in any other manner that would make more severe disciplinary consequences appropriate.

- **1st Offense** - Cell phone will be confiscated and returned to the student at the end of the school day.
- **2nd Offense** - Cell phone will be confiscated for seven (7) calendar days and the parent/guardian of the student will be notified. Confiscated cell phones will only be given to parents/guardians.
- **3rd Offense and Successive** - The cell phone and SIM card will be confiscated for thirty (30) calendar days and the parent/guardian of the student will be notified. Confiscated cell phones only will be given to parents/guardians.

Additional information

- Refusal by the student to immediately turn over the cell phone and any other electronic devices will result in suspension and possible Alternative School Placement.
- Students have no right of privacy as to the content contained on any cell phones and other electronic communication device that have been confiscated.
- Hazlehurst City School District employees have no financial responsibility for items that have been confiscated, lost or stolen.
- Stolen, borrowed, or otherwise misplaced cell phones will not be the subject of administrative intervention.
- In the event that a cell phone violation occurs during a state test, the violation will be reported and the school will take possession of the device. The student will automatically receive OSS and the parent/guardian will meet with the administrator to discuss further disciplinary actions.

Exception to the Cell Phone Policy:

Cell phones may be used for after school activities (cheerleading, athletics, clubs, etc.) by students on the condition that parents/students check the phone in with school personnel prior to the start of homeroom or first period. The sponsor, coach or instructor in charge of the after school program will be notified and asked to pick up all cell phones prior to the start of the scheduled activity.

Hazlehurst City School District, its schools, its faculty, and staff are **NOT** responsible for any damaged, missing, or stolen electronic devices. 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.

Search and Seize

The Hazlehurst City School District in an attempt to ensure that the schools are kept free of illegal drugs, may conduct an unannounced search at any time during the school year through the use of dogs trained to detect illegal drugs. Such a search will cover buildings and grounds, including lockers and automobiles parked in the school parking lots, but will not include a student. A school administrator with reasonable suspicion may search a student and/or the student's personal belongings. If drugs are found, the person(s) responsible will be dealt with according to district policy.

Reporting Required Misbehaviors to Law Enforcement

Principals: When the principal has reasonable belief that an act has occurred on educational property or during a school-related activity involving assault resulting in serious physical injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of a law, possession of a weapon in violation of a law, or possession of a controlled substance in violation of a law, the principal shall immediately report the act to the appropriate local law enforcement agency.

37-11-92 Mississippi Code Annotated 1972.

Superintendent: The Superintendent shall notify in writing the parent, guardian, or custodian, youth court and law enforcement of any expulsion of a student for criminal activity. 37-9-14 Mississippi Code annotated 1972. The Superintendent shall notify the youth court and local law enforcement by affidavit, of the occurrence of any crime committed by a student upon school property or during any school related activity, regardless of location and identity of the student or students committing the crime. If any person charged with making reports as set out above, shall willfully fail, refuse or neglect to file any such report, he/she shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than $1,000.00 or be imprisoned not exceeding six (6) months or both.

STUDENT BULLYING (Policy JDDA)

The Hazlehurst City 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 imparting a student's educational performance, opportunities or benefits.

Bullying should be immediately reported to district administration for documentation purposes. At that time, an official report will be filed and an investigation will be launched by the principal.

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 Hazlehurst City 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 Hazlehurst City 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)

STUDENT CONDUCT – DISCIPLINE PLAN

Distribution of Discipline Plan (Policy JDA)

A copy of the school district's discipline plan shall be distributed to each student enrolled in the district, and the parents, guardian or custodian of such student shall sign a statement verifying that they have been given notice of the discipline policies of their respective school district. The school board shall have its official discipline plan and code of student conduct legally audited on an annual basis to insure that its policies and procedures are currently in compliance with applicable statutes, case law and state and federal constitutional provisions. As part of the first legal audit occurring after July 1, 2001, the provisions of this section, Section 37-11-55 and Section 6 of Senate Bill No. 2239, 2001 Regular Session, shall be fully incorporated into the school district's discipline plan and code of student conduct.

Inclusions

All discipline plans of school districts shall include, but not be limited to, the following:

a. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible financially for his or her minor child's destructive acts against school property or persons;
b. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district may be requested to appear at school by the school attendance officer or an appropriate school official for a conference regarding acts of the child specified in paragraph (a) of this subsection, or for any other discipline conference regarding the acts of the child;
c. Any parent, guardian or custodian of a compulsory-school-age child enrolled in a school district who refuses or willfully fails to attend such discipline conference specified in paragraph (b) of this section may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference; and
d. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.

Discipline Conference with Parent (Policy JCD2)

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

District Right to Recover Damages (Policy JCD2)

Any public school district shall be entitled to recover damages in an amount not to exceed Twenty Thousand Dollars ($20,000.00), plus necessary court costs, from the parents of any minor under the age of eighteen (18) years and over the age of six (6), who maliciously and willfully damages or destroys property belonging to such school district. However, this section shall not apply to parents whose parental control of such child has been removed by court or decree. The action authorized in this section shall be in addition to all other actions which the school district is entitled to maintain and nothing in this section shall preclude recovery in a greater amount from the minor or from a person, including the parents, for damages to which such minor or other person would otherwise be liable.

Alternate Option (Policy JCD2)

A school district's discipline plan may provide that as an alternative to suspension, a student may remain in school by having the parent, guardian or custodian, with the consent of the student's teacher or teachers, attend class with the student for a period of time specifically agreed upon by the reporting teacher and school principal. If the parent, guardian or custodian does not agree to attend class with the student or fails to attend class with the student, the student shall be suspended in accordance with the code of student conduct and discipline policies of the school district. '37-11-53 (2001)

Code of Student Conduct / The School Safety Act of 2001

For information related to student conduct, disciplinary action, and the School Safety Act of 2001, please refer to MS CODE §37-11-55.

Corporal Punishment (Policy JDB)

Except in the case of excessive force or cruel and unusual punishment, a teacher, principal or assistant principal shall not be civilly or criminally liable for any action carried out in conformity with state or federal law or rules or regulations of the State Board of Education or the local school board regarding the control, discipline, suspension and expulsion of students. The local school board shall provide any necessary legal defense to a teacher, principal or assistant principal in any action which may be filed against such school personnel.

Corporal punishment administered in a reasonable manner by a principal or assistant principal acting within the scope of his employment or function and in accordance with any state or federal laws or rules or regulations of the State Board of Education or the local school board does not constitute assault, simple assault, aggravated assault, battery, negligence or child abuse. No principal or assistant principal so acting shall be named as an individual defendant or be held liable in a suit for civil damages alleged to have been suffered by a student as a result of the administration of corporal punishment, unless the court determines that the principal or assistant principal acted in bad faith or with malicious purpose or in a manner exhibiting a wanton and willful disregard of human rights or safety.

Corporal punishment means the reasonable use of physical contact by principal or assistant principal as may be necessary to maintain discipline, to enforce a school rule, for self-protection or for the protection of other students from disruptive students. Corporal punishment in the form of paddling shall be witnessed at all times by at least one (1) certified school employee, and all other acts of corporal punishment, as defined herein, shall be witnessed at all times, if possible, by a certified school employee. '37-11-57 (1997)

Student Conduct and Grades

Criteria used in the evaluation process to determine a student's grade must be supported by rationale. The criteria must be in writing and must include the following:

1. Course content (goals, objectives, materials, etc.) as outlined in the curriculum guides
2. Methods of evaluation grades will reflect some combination of the areas listed below:
    - Class work
    - Homework
    - Test scores
    - Skill application
3. The effect of absence on grades
4. Procedures for making up assigned work and tests
5. Other criteria as may be approved by the superintendent and school board

LEGAL REF.: MS CODE as cited
CROSS REF.: Policies JCA Student Conduct
JCB Code of Conduct

STUDENT RECORDS (Policy JR)

It is the policy of the Hazlehurst City School District Board of Education that the principal of each school will be the legal custodian of all student records for that school. Students and parents will have access to their school records.

The HCSD will notify parents annually of the district's policy on the collection or use of personal information collected from students for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose, including arrangements to protect student privacy that are provided by the agency in the event of such collection, disclosure, or use.

The educational records or school records include all materials directly related to a student that a school maintains. Records and notes maintained by a teacher, administrator, school physician, or school psychologist for his or her own use, and which are not available to others are exempted from this definition.

The school will require a prior written consent before information other than directory information may be divulged to third parties. An exception to this rule exists for school district employees who have legitimate interests in viewing the records, as well as officials in other schools in which the student seeks to enroll.

Transfer of Enrollment (Policy JR)

A school district in which a student is enrolled or is in the process of enrolling in may request the student's education records from any district in which the student was formerly enrolled to ascertain safety issues with incoming students and ensure full disclosure. The records, including the student's disciplinary records, will be forwarded to the requesting district within three (3) business days. Disciplinary records shall include but not be limited to all inform relates to a student assaulting, carrying weapons, possessing illegal drugs, including alcohol, and any incident that poses a potential dangerous threat to students or school personnel.

When schools transfer records to new educational institutions, the schools must notify parents of the transfer and of their right to review and contest the material. An exemption exists for material under court order. Parents must be notified of such an order prior to release

COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) (Policy JRAB)

In accordance with the policy of Hazlehurst City School District Board of Education, the regulations prescribed in policy JRAB shall govern the release of student records to students and members of the student's family, legal custodian, or legal guardian.

Annual Notification

Within the first month of each school year, the school district will publish a notice to parents and eligible students of their rights under the FERPA and this policy. The district will also send home with each student a bulletin listing these rights and the bulletin will be included with a packet of material provided by parents or an eligible student when the student enrolls during the school year. The notice will include the following:

1. The right of a student's parent or eligible student to inspect and review the student's education records,
2. The intent of the school district is to limit the disclosure of information contained in a student's education records except: (1) by the prior written consent of the student's parent or the eligible student, (2) as directory information, or (3) under certain limited circumstances, as permitted by the FERPA,
3. The right of a student's parent or an eligible student to seek to correct parts of the student's education records which he or she believes to be inaccurate, misleading, or in violation of student rights (this right includes the right to a hearing to present evidence that the record should be changed if the district decides not to alter it according to the parent's or eligible student's request and the right to insert in the student's permanent records an explanatory statement giving reasons for disagreeing with the decision),
4. The right of any person to file a complaint with the Department of Education if the school district violates the FERPA; and
5. The procedure that a student's parent or an eligible student should follow to obtain copies of this policy and the locations where copies may be obtained.

The HCSD will arrange to provide translations of this notice to non-English speaking parents in their native language.

Since a student's records may be maintained in several locations, the school principals will offer to collect copies of records or the records themselves from locations other than a student's school, so they may be inspected at one site. However, if a parent or eligible student wishes to inspect records where they are maintained, school principals will make every effort to accommodate the wishes.

When a record contains information about students other than a parent's child or the eligible student, the parent or eligible student may not inspect and review the records of the other students.

TECHNOLOGY

Acceptable Use Policy (Policies IJ, IJ-E, IJ-R; IJA-E)

The Hazlehurst City School District (HCSD) offers currently enrolled students, faculty and staff access to the school computer network through computer labs, networked and stand-alone computers. District technology equipment is provided for use in fulfilling curriculum objectives and quality enrichment activities. Personal electronic devices are not to be connected to the District network. This includes, but is not limited to personal computers, laptops, tablets, smart phones, and other smart or personal electronic devices.

The HCSD is in compliance with the Children's Internet Protection Act (CIPA) and will comply with any additional state and federal regulations that pertain to technology use within the district and through use of the HCSD network infrastructure and servers that is forthcoming from the local, state and federal regulatory agencies.

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress to address concerns about access in schools and libraries to the Internet and other information. Among many other things, it calls for schools and libraries to have in place appropriate electronic filters to prevent children and adults from accessing and viewing inappropriate Internet content. For any school or library that receives discounts for Internet access or for internal connections, CIPA imposes certain requirements. The HCSD receives these discounts for Internet Access through the E-Rate program and is therefore must be in compliance with CIPA.

Computer Network and Internet Use Rules

Students and school personnel are responsible for good behavior on the school computer networks just as they are in a classroom or in a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply. Within reason, freedom of speech and access to information will be honored. In compliance with CIPA 2008 updates, all students (PreK-12) will be educated about appropriate online behavior, including interacting with other individuals on social networking websites, in chat rooms and in cyberbullying awareness and response. When using the Internet, all students will be closely monitored to prevent students from accidentally or otherwise accessing inappropriate material. Computer access is a privilege, not a right, and is provided for students and staff to conduct research, fulfill course requirements, and communicate with others when appropriate or authorized. Access to network services is given to students and staff who agree to act in a considerate and responsible manner. Signed parental permission is required for all students. All faculty and staff using the district's Internet access must sign a written contract.

Network administrators may review network storage files and communications to maintain system integrity and ensure that users are using the system responsibility. While user files will not be examined without good cause, users should not expect that files stored on school computers will always be private. The HCSD will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through any HCSD Internet account.

All users are expected to abide by the generally accepted rules of Netiquette. These include (but are not limited to) the following:

- Be polite. Do not be abusive in your messages to others.
- Use appropriate language.
- Do not assume that emails are secure and/or confidential. Never send anything that you would hesitate to have viewed by others.
- Respect other people's privacy regarding mail and files. Do not reveal personal address or phone numbers, or those of students or colleagues.
- Keep paragraphs short and to the point. Be mindful of spelling.
- Check email regularly and delete unwanted messages as quickly as possible.

Network Security-CIPA Compliance

Users have the responsibility to use computer and network resources for academic purposes only. Therefore, as mandated by CIPA, filtering and monitoring will be utilized on all computers accessing the Internet. Faculty and staff must use District provided email. Activities using the computer network in violation of Local, State, Federal or HCSD policies are strictly forbidden.

Students will not respond to unsolicited online contacts or reveal personal identifiable information over the network unless it meets District-approval (examples: ACT Registration, Scholarships or College Applications). This includes information about themselves as well as information about anyone else.

HCSD staff is prohibited from disclosing personal information about students on websites. Although teachers and other district personnel may reveal personal information about themselves over the network, they are strictly forbidden to disseminate any student information electronically to any source that has not met district approval. Information that is considered personal includes but is not limited to the following: student's full name, home address, Social Security number, personal telephone numbers, and any information relating to their health.

Because there are additional prohibitions with which users must comply, non-compliance with these regulations will result in disciplinary and/or legal actions taken by the HCSD authorities if deemed necessary.

There is absolutely no expectation of privacy on the HCSD network. Activities at any workstation or transmission and receipt of data can be monitored at any time both electronically or by staff members. This includes the transmission and receipt of email, email attachments, Web browsing and any other use of the network.

Prohibited activities include, but are not limited to the following:

- Using the network to transmit, or retransmit copyrighted material (including plagiarism).
- Accessing, transmitting, or retransmitting threatening, harassing, bullying (cyberbullying) obscene and pornographic or trade secret material or any material deemed harmful to minors.
- Using the network to access, transmit or retransmit language that can be considered defamatory, abusive or offensive.
- Using social networking sites, chatting, or blogging unless associated with a specific curriculum related activity.

- Users of the HCSD network are forbidden to access, transmit, or retransmit information that could cause danger or disruption, engage them in personal, prejudicial or discriminatory attacks or that harasses or causes distress to another person.
- Users of the district network are forbidden to access transmit, or retransmit material that promotes violence or the destruction of persons or property by any device including but not limited to firearms, explosives, fireworks, smoke bombs, incendiary devices or other similar material.
- All users agree to report any accidental access of any of the aforementioned material to the appropriate school authority so that the district can take steps to prevent similar future access.
- Using the network to download, upload or store large files such as music and video that are not directly related to projects or activities that are a part of the school curriculum.
- The use of flash (thumb) drives is limited to data storage only.
- No executable files of any type may be transferred to district property.
- Re-sending email chain letters or engaging in any spamming activities where bulk mailings of unsolicited email are sent.
- Damaging computers, computer systems, or computer networks (hardware or software). If a student maliciously damages HCSD technical equipment in such a way that requires service or repairs, the parent/guardian of the student is responsible for providing all expenses incurred for those services, grades PreK-12.
- Deliberate or careless action that damages the computer's configuration or limits the computer's usefulness to others.
- Downloading unauthorized software on school computers/networks. This includes students, teachers, staff and administrators. All software installed on district computers must be installed by the Technology Department and only after the proper licenses or authorizations for use have been acquired and verified.
- Creating, uploading, or transmitting computer viruses, worms or other disruptive software code.
- Making any attempt to defeat computer or network security on the district network or any other client, server, or network on the Internet. Hacking or attempting to gain access to unauthorized areas of the district network or the Internet is prohibited.
- Invading the privacy of other individuals. Using another person's password or account or providing his/her password to another person. Trespassing in another's folder, work or files, in the attempt to use others' work to "cheat" on assignments, tests, or any class work.
- Intentionally wasting limited resources.
- Using the network or school computer for unauthorized commercial, private, personal purposes or political lobbying.
- Any activity harmful to or reflecting negatively on the HCSD community.

Consequences of Policy Non-compliance

Violation of this AUP (Acceptable Use Policy) may result in the denial, suspension or cancellation of the users' privileges as well as other disciplinary and/or legal action deemed appropriate and imposed by the school administration, district administration and/or local, state or federal law enforcement officials.

Terms and Conditions for Use of the HCSD Network

All users of the HCSD's network and Internet access are required to adhere to the district's Internet Acceptable Use Policy (AUP). The policy describes in detail the purpose of the district's network and the rules governing its use. If a parent does not want their child to have access to the Internet or Internet services provided by the district, they must obtain and complete a Refusal Form and return to your child's Principal. This form will have to be completed each school year. Please realize that this action will make enrollment in certain classes impossible. AUP forms will be given to PreK-12th grade students during registration. AUP forms must be signed by parents and students before registration is complete. All users, including faculty and staff, must be aware that misuse of the network facilities could result in disciplinary action by the HCSD officials including termination of employment or legal action by local, state and/or federal law enforcement officials.

It is, therefore, incumbent upon all who sign the Staff Internet Use Contract, the Student Internet Use Contract, or the INTERNET USE PARENT OR GUARDIAN SIGNATURE FORM, to carefully read this Acceptable Use Policy (AUP) and understand what is expected and the penalty for non-compliance.

Violation of the Acceptable Use Policy may result in disciplinary action.

Other action not specified above may include but are not limited to monetary restitution, expulsion, detention or any other action deemed appropriate by the administrative authorities.

In grades PreK-12, students in computer-based classes may be removed from the course for the duration of the semester or school year if found by administration to be intentionally in violation of the Acceptable Use Policy. Reinstatement procedures will be individually addressed.

Any disciplinary action that is a result of an alleged violation of this policy can be appealed through the normal channels provided by the disciplinary policy of the Hazlehurst City School District.
Signatures at the end of this document are legally binding and indicate the parties who have signed have read the terms and conditions carefully and understand their significance.

CARE OF SCHOOL PROPERTY (Policy EBHA)

Every student should refrain from defacing or destroying school property. Every student should take pride in keeping the building and school property in excellent condition.

If any pupil shall willfully destroy, cut, deface, or damage, any school building, equipment or other school property, the pupil shall be subject to suspension or expulsion and their parents or guardian shall be liable for all damages. The school will seek restitution in the form of money and/or labor through the judicial system and/or parents.

Visiting lockers and other unassigned areas between classes will not provide a legitimate excuse for students to be tardy to his/her next class. Students are expected to move promptly from class to class.

No decorations or stickers of any kind will be allowed on the inside or the outside of the lockers unless approved by the principal.

All buildings and whatever they contain in the way of equipment are provided at a great expense by parents, other citizens, and the taxpayers of Hazlehurst City Schools District. Pupils must pride themselves in doing everything possible to take care of school property and should encourage others to do so. If a student is found guilty of damaging property, he/she will be subject to paying a fine along with other disciplinary consequences.

TEXTBOOKS

Textbooks for students are furnished by Hazlehurst City School District. As soon as classes have organized, free textbooks are assigned to all pupils. Parents are required to sign the book card assuming full responsibility for the books and their proper care until they have been returned to school. Pupils should see that their books are not abused, as a fine will be charged for any school owned book that shows unnecessary wear. All fines collected for damages or lost books will be used to replace or repair books owned by the Hazlehurst City School District.

If a pupil loses a book and desires to pay for a lost book, arrangements must be made with the principal's office in order to get another book. At any time during the school year, the staff may conduct a check on all textbooks.

The fine and damage replacement schedule is as follows:

0-1 year	Full replacement value
1-2 years	80% of cost of new textbook
2-3 years	60% of cost of new textbook
3-4 years	40% of cost of new textbook
Over 4 years	20% of cost of new textbook

Students will not be issued further textbooks if payment is not received for lost or damaged books.
Any damage which makes the textbook unusable for the following term will result in a fine equal to the cost of the textbook. Examples are water damage, missing pages, obscene or vulgar writing or drawing, and profanity. A lost textbook will result in a fine equal to the cost of the textbook.

LIBRARY BOOKS (Policy IFBD)

Our library books belong to all the students, and pride must be taken in their preservation. If they are willfully marred or defaced, damages will be charged. Full price will be charged for any lost library books. Librarians will charge a fine for overdue books.

EMERGENCY DRILLS/SCHOOL SECURITY (Policies EBBC & EBBA)

School security is one of the nation's top priorities and remains a top priority in our district as well. Emergency drills are conducted periodically on each campus within the Hazlehurst City School District. Emergency procedures, unique to each individual campus, are in place and the principal and all staff is knowledgeable in the implementation of all of these procedures.

ASBESTOS INSPECTION OF SCHOOL SITES *(Policy EM)*

The HCSD remains in compliance with the U.S. Environmental Protection Act (EPA) and the Asbestos Hazard Emergency Response Act (AHERA) in the identification and assessment of all Asbestos Containing Building Materials (ACBM). A management plan has been developed to establish guidelines for managing the ACBM. The EPA requires re-inspection of any asbestos materials every three years with continued surveillance reports ad documentation of any and all activities involving the disturbance of asbestos materials to include: abatement, repairs, cleanup, etc. Management plans containing documentation of all activities involving ACBM are on file at the office of superintendent of schools.

VISITOR AND VOLUNTEER POLICY (Policy KJA)

Parents and guardians of students enrolled are welcomed to visit our campus Monday through Friday. All visitors are asked to enter the Main Office upon arrival. Visitors are asked to sign-in for each visit. **For safety, upon signing in, all visitors must leave keys and driver's license or government issued identification in the main office.** All visitors must return to the main office to sign out and retrieve the item left.

Classroom Observations

Classroom observations are granted to parents and guardians. However, in an effort to protect instructional time, no communication is allowed with students or teachers. Observations are limited to no more than thirty (30) minutes at a time. Observers must remain in designated areas and must visit the office before going to another classroom. No more than two visitors per classroom are allowed to visit. No children are allowed to accompany parents and/or guardians during their classroom observation. If you find that a conference is necessary, please call the office of the counselor to schedule an appointment with the teacher.

*Observations at Hazlehurst Elementary school may only be held between the hours of 10:00 a.m. and 2:00 p.m. If you wish to observe during another time, you must schedule an appointment in advance with the school administrator. All observations must be approved by the principal.

Volunteers

Volunteers are welcomed on our campus. Any person seeking to assist teachers in the classroom must receive clearance through the office of the Parent Center/Volunteer Coordinator. Volunteers must undergo a background check as well as training on how to assist teachers. Once cleared, the Parent Coordinator will provide you with the volunteer schedule. Please contact the Parent Center Coordinator for volunteer information.

SECONDARY POLICY AND PROCEDURES

HONOR ROLL FOR GRADES 9 - 12

Students enrolled in Hazlehurst City School District who exhibit high academic success will be recognized after each nine-week term in the following way:

Grades 9 – 12	
Superintendent's Scholar	4.00 GPA
Principal's Scholar	3.50 - 3.99 GPA
Honor Roll	3.00 - 3.49 GPA

In order to be considered for honor roll each term, a student must have taken three courses, all of which must have been academic courses.

HONOR GRADUATES

Students with an Academic GPA of 3.0 or higher will be designated as Honor Graduates.

Co-and Multiple Valedictorians and Salutatorians

In selecting the valedictorian, if the GPA of the top graduates is the same or is a difference of less than .03, the co-valedictorians or multiple valedictorians may be named.
In selecting the salutatorian, if the second highest GPA - after the valedictorian's GPA is determined - is the same or is a difference of less than .03, then co-salutatorians or multiple salutatorians may be named.
When co-valedictorians and co-salutatorians are named, they will be honored in alphabetical order.

Star Student

The senior with the highest ACT (minimum of 25) and the highest scholastic average in the 10th, 11th, and 12th grades (minimum average of 93) for the subject areas of English, foreign language, math, science and social studies. In the event of a tie on the ACT score:

1. Total ACT score (English, Math, Reading, and Science Reasoning) for each student in the tie. Select the student having the highest sum of these test scores **and** the minimum 93 average on designated courses.
2. If the tie still exists, name as STAR student that senior with the highest overall scholastic average on selected subjects in specified years.
3. If the tie is unbroken, use the first semester senior year scholastic average as the deciding factor.

NOTE: To determine which senior has the highest score on the ACT for STAR student status, the Mississippi Economic Council and its M.B. Swayze Educational Foundation require students to take the ACT before December 31st of each year.

REQUIREMENTS FOR VALEDICTORIAN AND SALUTATORIAN

To be a candidate for valedictorian or salutatorian, a student must complete courses with the following requirements:

Valedictorian, Salutatorian, and Class Ranking

The student(s) having attained the highest and second highest grade point average during his/her high school period, excluding grades acquired in physical education, driver's education, band, and chorus, shall be recognized as Valedictorian and Salutatorian respectively.

The students named Valedictorian and Salutatorian must have attended that particular high school the final four consecutive semesters.

The Valedictorian and Salutatorian will be chosen based on the highest grade point average through the completion of the fourth (4th) nine-week grading period of the senior year.

The GPA Point System will be utilized to compute and determine the rank-in-class of graduating seniors. Rank-in-class is defined as the comparison of a student's academic performance with those of the members of his/her graduating class. Class rank computed on the basis of quality points, rather than on grade-point average, projects a more accurate profile of academic performance. It is also designed to encourage students to enroll in more challenging courses. Students in advanced courses earn additional quality points directly proportionate to regular courses.

Students with a grade point average of 3.0 to 3.49 will graduate with honors. Students with a grade point average of 3.5 to 4.0 will graduate with special honors.

The Grade Point Weighted Scale is separated into courses which are identified as regular academic classes and advanced/accelerated classes.

GPA Weighted Scale

Number Grade Earned	*AP/Dual Enrollment	*Accelerated	Regular
100	5.0	4.5	4.0
99	4.9	4.4	3.9
98	4.8	4.3	3.8
97	4.7	4.2	3.7
96	4.6	4.1	3.6
95	4.5	4.0	3.5
94	4.4	3.9	3.4
93	4.3	3.8	3.3
92	4.2	3.7	3.2
91	4.1	3.6	3.1
90	4.0	3.5	3.0
89	3.9	3.4	2.9
88	3.8	3.3	2.8
87	3.7	3.2	2.7
86	3.6	3.1	2.6
85	3.5	3.0	2.5
84	3.4	2.9	2.4
83	3.3	2.8	2.3
82	3.2	2.7	2.2
81	3.1	2.6	2.1
80	3.0	2.5	2.0
79	2.9	2.4	1.9
78	2.8	2.3	1.8
77	2.7	2.2	1.7
76	2.6	2.1	1.6
75	2.5	2.0	1.5
74	2.4	1.9	1.4
73	2.3	1.8	1.3
72	2.2	1.7	1.2
71	2.1	1.6	1.1
70	2.0	1.5	1.0
69	1.9	1.4	0.9
68	1.8	1.3	0.8
67	1.7	1.2	0.7
66	1.6	1.1	0.6
65	1.5	1.0	0.5

Dual Enrollment *(Policy IDAG)*

§ 37-15-38 A local school board, the Board of Trustees of State Institutions of Higher Learning, and the State Board for Community Colleges shall establish a dual enrollment system under which students in the school district who meet the prescribed criteria of this section may be enrolled in a postsecondary institution in Mississippi while they are still in school.

Dual Enrollment

- A Dual Enrolled Student is a student who is enrolled in a community/junior college or state institution of higher learning while enrolled in high school.
- Dual Enrolled students can earn up to a semester's worth of college credit in high school. A semester's worth of college credit equals 15 credit hours at Mississippi community/junior colleges or 12 credit hours at Mississippi public universities.
- One (1) three-hour university or community/junior college course is equal to one (1) high school Carnegie unit. (MS Code 37-15-38 (13))

Dual Credit

- A Dual Credit Student is a student who is enrolled in a community/junior college or state institution of higher learning while enrolled in high school and receiving high school and college credit for postsecondary coursework.
- Dual Credit students can earn an unlimited number of college credits while in high school.
- Any course that is required for subject area testing as a requirement for graduation from a public school in Mississippi is not eligible for dual credit. (MS Code 37-15-38(11))
- Developmental education or remediation courses are not eligible for dual credit.
- Courses eligible for dual credit include, but are not limited to, foreign languages, advanced math courses, advanced science courses, performing arts, advanced business and technology, and career and technical courses.

Graduation Requirements *(Policy IHF)*

10th-12th Grade

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

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

Beginning school year 2008-2009 and ending with school year 2017-2018, all entering ninth graders will be required to have a minimum of 24 Carnegie units as specified below, unless their parent/guardian requests to opt the student out of Appendix A-2 requirements in accordance with local school board policy. All students must meet one of the graduation options as specified in the appendices. The local school district may establish additional local requirements approved by the local school board as authorized under Miss. Code Ann. § 37-16-7. NOTE: This option will no longer be available for entering ninth graders after the 2017-2018 school year. New graduation requirements will go into effect for entering ninth graders for 2018-2019.

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	**4**	**English I** **English II**
MATHEMATICS	**4**	**Algebra I**
SCIENCE	**4**	**Biology I**
SOCIAL STUDIES	**4**	**1 World History**[4] **1 U.S. History**[4] **½ Geography**[4] **½ U.S. Government** **½ Economics**[5] **½ Mississippi Studies**[4]
HEALTH and PHYSICAL EDUCATION	**1**	**½ Contemporary Health and** **½ Physical Education**[9]
TECHNOLOGY or COMPUTER SCIENCE	**1**	
THE ARTS	**1**	
ELECTIVES	**5**	
TOTAL UNITS REQUIRED	**24**	

9th Grade

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

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

Beginning school year 2018-2019 and thereafter, all entering ninth graders will be required to

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

Traditional Diploma with Career and Technical Endorsement

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	**4**	**English I** **English II**
MATHEMATICS	**4**	**Algebra I**
SCIENCE	**3**	**Biology I**
SOCIAL STUDIES	**3.5**	**1 World History**[4] **1 U.S. History**[4] **½ U.S. Government**[4] **½ Economics**[5] **½ Mississippi Studies**[6]
PHYSICAL EDUCATION	**.5**	**½ Physical Education**
HEALTH	**.5**	**½ Contemporary Health**
TECHNOLGY or COMPUTER SCIENCE	**1**	
THE ARTS	**1**	
COLLEGE- AND CAREER-READINESS	**1**	
CAREER and TECHNICAL	**4**	
ELECTIVES	**3.5**	
TOTAL UNITS REQUIRED	**26**	

Additional requirements above Traditional Diploma Option and the 26 Carnegie Units and the assessment include:

- Earn an overall GPA of 2.5
- Earn silver level on ACT WorkKeys
- Must successfully complete one of the following:
    - One CTE dual credit
    - A Career Pathway Experience
    - Earn a State Board of Education approved national credential

Traditional Diploma with Academic Endorsement

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4	English I English II Two additional English Courses above English II
MATHEMATICS	4	Algebra I Two additional Math Courses above Algebra I
SCIENCE	3	Biology I Two additional science courses above Biology I
SOCIAL STUDIES	3.5	1 World History[4] 1 U.S. History[4] ½ U.S. Government[4] ½ Economics[5] ½ Mississippi Studies[6]
PHYSICAL EDUCATION	.5	½ Physical Education
HEALTH	.5	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	1	
THE ARTS	1	
COLLEGE- and CAREER-READINESS	1	
ELECTIVES	7.5	Must Include College Preparatory curriculum requirements
TOTAL UNITS REQUIRED	26	

Additional requirements above the Traditional Diploma Option, the 26 Carnegie Units and the assessment requirements include:

- Earn an overall GPA of 2.5
- Courses must meet MS IHL college preparatory curriculum (CPC) requirements
- Earn MS college readiness benchmarks (ACT sub scores of 17 in English and 19 in Math or completion of appropriate Essentials of College Math or Essentials of College Literacy with and 80 or above (in senior year) or on the SAT as defined by IHL
- 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 dual credit course and earn a C or higher in the course

Traditional Diploma with Distinguished Academic Endorsement

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4	English I English II Two additional English Courses above English II
MATHEMATICS	4	Algebra I Two additional Math Courses above Algebra I

SCIENCE	**4**	**Biology I** **Two additional science courses above Biology I**
SOCIAL STUDIES	**4**	**1 World History[4]** **1 U.S. History[4]** **½ U.S. Government[4]** **½ Economics[5]** **½ Mississippi Studies[6]**
PHYSICAL EDUCATION	**.5**	**½ Physical Education**
HEALTH	**.5**	**½ Contemporary Health**
TECHNOLOGY or COMPUTER SCIENCE	**1**	
THE ARTS	**1**	
COLLEGE- and CAREER-READINESS	**1**	
ELECTIVES	**7.5**	**Must Include two IHL advanced electives** **Must meet College Preparatory Curriculum (CPC)**
TOTAL UNITS REQUIRED	**28**	

Additional requirements above the Traditional Diploma Option, the 28 Carnegie Units and the assessment requirements include:

- Earn an overall GPA of 3.0
- Courses must meet MS IHL CPC recommended requirements
- Earn national college readiness benchmarks on each subtest established by ACT of 18 in English and 22 in Math or on the SAT as defined by IHL.
- 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 dual credit course earning a B or higher in the course

REQUIREMENTS FOR ADMISSION TO INSTITUTIONS OF HIGHER LEARNING (IHL) PUBLIC UNIVERSITIES IN MISSISSIPPI

CURRICULUM AREA	COURSES	UNITS
ENGLISH		**4[1]**
MATHEMATICS[2]	**Algebra I[3&8]** **Geometry** **Algebra II**	**3**

SCIENCE	**SELECT THREE (3) UNITS FROM THE FOLLOWING LIST:** **Physical Science[4] Biology** **Advanced Biology** **Chemistry** **Advanced Chemistry Physics** **Advanced Physics** **Or any other science course with comparable content and rigor as approved by MDE**	**3** **(2 lab-based)**
SOCIAL STUDIES	**U.S. History World History** **U.S. Government (½)** **Economics (½) *or*** **Geography (½)**	**3**
COMPUTER EDUCATION	**Technology Foundations or Information and Communication Technology (ICT) II** **Science, Technology, Engineering, and Mathematics (STEM)** **Computer Applications[5]**	**½**
ADVANCED ELECTIVES	**SELECT TWO (2) UNITS[6] FROM THE FOLLOWING LIST:** **Foreign Language[3] World Geography** **4th year lab-based Science 4th year Mathematics**	**2**
TOTAL UNITS REQUIRED		**15½[7]**

Appendix



NEW ATTENDANCE LAW

EFFECTIVE THIS SCHOOL YEAR

STATE LAW REFERENCE

Mississippi Code Annotated

§ 37-13-91

HAZLEHURST CITY SCHOOL DISTRICT

EXCELLENCE

The new state laws have created the following requirements for school districts to follow during the 2026-2027 school year.

3 ABSENCES
(excused or unexcused)

- School contacts parent/guardian
- Document Communication
- Submit referral to School Attendance Officer
- Begin school-based interventions
- Document all contacts and interventions

5 UNLAWFUL ABSENCES

- Submit referral to School Attendance Officer
- Continue and strengthen interventions
- Share intervention documentation with the SAO

8 UNLAWFUL ABSENCES

- Submit referral to School Attendance Officer
- Review effectiveness of intervention
- Continue family engagement and supports

12 UNLAWFUL ABSENCES

- Submit referral to School Attendance Officer
- Provide complete intervention documentation

15 UNLAWFUL ABSENCES

EXAMPLE: 20, 25, 30

Submit referrals for every 5 unlawful absences

WHY ATTENDANCE MATTERS

Consistent attendance helps students learn more and achieve better grades.

Being in school every day helps build skills, confidence, and prepares students for college, careers, and life.

We're here to support you and your family every step of the way.

Working together today leads to student success tomorrow.

Success Starts with Showing Up: Consistent attendance leads to better learning, stronger character, and greater opportunities.

HAZLEHURST CITY SCHOOL DISTRICT

QUALITY EDUCATION | STRONG RELATIONSHIPS | BRIGHTER FUTURES

EXCELLENCE IS THE EXPECTATION

ONE DISTRICT • ONE MISSION • ONE VISION • MOVING FORWARD

HAZLEHURST CITY SCHOOL DISTRICT

INTERNET USE PARENT OR GUARDIAN SIGNATURE FORM

Grades Pre-K - 12

Student's Full Name (Please Print): _____

Current Grade Level: _____Date: _____

As the parent or guardian of this student I have read the Acceptable Use Policy of the Hazlehurst City School District and understand the rules and regulations that my child is to follow while using the Internet and/or school network while at school. I understand that the school's Internet access is available for educational purposes only and have discussed the proper use of the Internet at school with my child.

I understand that if my child breaks the rules, he/she will be punished based on the type of rule broken just as it is with any other school activity. If he/she breaks a rule made by the Hazlehurst City School District, the punishment will be determined by the building Principal or the Assistant Principal. If he/she breaks a law, however, I understand that the courts and law enforcement officials who enforce the broken law will determine the punishment received by my child.

I understand that the Hazlehurst City School District has taken available electronic precautions to eliminate controversial material. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and will not hold them responsible for materials this student may acquire on the network. Further, I accept full responsibility for supervision of my child's Internet if and when my child's use is not in a school setting. Further, I accept responsibility for any/all expenses for any damages on the network caused by my child. I hereby certify that the information that I have entered onto this form is correct.

Initial One:

_____My child has my permission to use the Hazlehurst City School District's network to access the Internet

_____My child **DOES NOT** have my permission to use the Hazlehurst City School District's network to access the Internet and I DO NOT want Internet services or any other computer or computer service available to my child. I realize that this will make enrollment in certain classes impossible.

Parent or Guardian (please print): _____

Signature: _____ Date: _____

HAZLEHURST CITY SCHOOL DISTRICT

STUDENT INTERNET USE CONTRACT

Grades Pre-K – 12

First Name: _____ Last Name: _____

Current Grade Level: _____Date: _____

STUDENT CONTRACT AGREEMENT

Carefully read the attached Hazlehurst City School District Acceptable Use Policy. If you have any questions as to what will be expected of you when you are using the district's Internet access or school network or computer equipment, ask a teacher, your librarian or someone in the office to help you with anything you do not understand.

When you feel that you understand the rules, sign the contract below so that you will be able to access the school's network and utilize the available technology.

CONTRACT

I have read the Hazlehurst City School District Acceptable Use Policy. I understand the rules that I am to follow while using the Internet at school.

I understand that if I break the rules, I will be punished based on the type of rule I break. If I break a rule, the punishment will be determined by the respective Hazlehurst School's administration or faculty. If I break a law, however, I understand that the courts and law enforcement officials who enforce the law that I break will determine the punishment I receive.

Student's Name (please print): _____

Student's Signature: _____

HAZLEHURST CITY SCHOOL DISTRICT

PARENTAL CONSENT FORM

PHOTOGRAPHY, MEDIA, AND WEBSITES

Grades Pre-K – 12

First Name: _____ Last Name: _____

Current Grade Level: _____Date: _____

During the school year there are occasions when photographs of your child may be taken by staff of the Hazlehurst City School District and from time to time the media may cover events or activities at Hazlehurst Middle School and at activities associated with the school. These images and video may include your child's performance(s) in the classroom, sporting event(s), or school program (s).

To withdraw your consent, complete this form and return to the school. No form on file confirms your consent for Hazlehurst City School District to use images and videos of your child.

___ I do not consent Hazlehurst City School District to use images and videos of my child.

Name of student (please print): _____

Name of parent or guardian (please print): _____

Signature of Parent or Guardian: _____

HAZLEHURST SCHOOL DISTRICT

CORPORAL PUNISHMENT CONSENT FORM

Grades Pre-K – 12

First Name: _____ Last Name: _____

Current Grade Level: _____Date: _____

Signing this form and returning it to your child's school indicates that you have received and read the Hazlehurst City School District Student Handbook. The guidelines for student conduct and the Code of Conduct are explained in this document.

In addition, your signature on this form indicates that you and your child are aware of the district's Corporal Punishment Policy.

If clarification or explanation of any of these policies or procedures is needed, please contact the building principal at your child's school.

Student's Name: _____ Grade: _____

Student's Signature: _____

Parent's Name: _____ Daytime Phone: _____

Parent's Signature: _____ Date: _____

[ ] YOU HAVE MY PERMISSION TO ADMINISTER CORPORAL PUNISHMENT TO MY CHILD.

_____ _____

Parent Signature **Date**

[ ] YOU DO NOT HAVE MY PERMISSION TO ADMINISTER CORPORAL PUNISHMENT TO MY CHILD.

_____ _____

Parent Signature **Date**

HAZLEHURST CITY SCHOOL DISTRICT

HANDBOOK ACKNOWLEDGEMENT FORM

Grades Pre-K – 12

First Name: _____ Last Name: _____

Current Grade Level: _____Date: _____

Parents and Students,

It is the responsibility of parents, guardians, and students to familiarize themselves with this handbook. After carefully reviewing the contents of this Student Handbook with your child, please sign the acknowledgment form and return to your child's homeroom teacher. Your signature indicates that you agree to abide by the contents set forth in this handbook. Failure to sign this acknowledgement form does not relieve the student from abiding by the student handbook.

Student's Name: _____

(Please print)

Grade: _____ Date: _____

Student Signature: _____

Parent's Name: _____

(Please print)

Parent/Guardian Signature: _____

Student Grievance Procedures

(Policies JB, JCBF-P)

PURPOSE

The purpose of this grievance procedure is to provide students and/or parents or guardians an equitable solution to a grievance filed in connection with an alleged violation of the student's rights under state or federal law, including Title IX, Section 504, IDEA, or board policy.

DEFINITIONS

1. **Student grievance** refers to a complaint concerning an alleged violation of a student's rights under federal law (including Title IX, Section 504, and IDEA), state law, board policy, or district procedures.
2. A **grievance** is a complaint by a student or parent/guardian based upon an alleged violation of rights affecting that student.
3. A **grievant** is the student or parent/guardian making the complaint.
4. The term **days** shall mean working school days and shall exclude weekends, holidays, and vacation days.
5. **Retaliation** means any adverse action taken against a student, parent, or guardian for filing a grievance, participating in the grievance process, or exercising rights under federal or state law. Retaliation is strictly prohibited.

PROCEDURE FOR PROCESSING GRIEVANCES

Grievances shall be processed in accordance with the following procedure:

LEVEL ONE

1. All grievances, as defined above, must first be presented orally to the principal (or appropriate building administrator) within five (5) days of the act or omission complained of. The administrator and grievant will attempt to resolve the matter informally.
2. If the grievant is not satisfied with the action taken or explanation given, the grievant shall, within five (5) days after the informal conference, file a written statement with the principal setting forth in detail the alleged violation.

   The written statement shall include:

   - The time, place, and nature of the alleged act or omission
   - The specific state or federal law, board policy, or district procedure allegedly violated (including Title IX, Section 504, or IDEA, if applicable)
   - The remedy requested

   The statement must be signed by the grievant (or parent/guardian if the student is a minor).

3. Failure to submit the written statement within the required timeframe shall be deemed acceptance of the informal decision rendered by the principal.
4. Within five (5) days of receiving the signed written grievance, the principal shall provide a written response to the grievant and forward a copy of the grievance and response to the superintendent.

LEVEL TWO

1. If the grievant is not satisfied with the principal's written decision, the grievant may submit a written notice of appeal to the superintendent within five (5) days of receiving the Level One decision.
2. Upon receipt of the written notice of appeal, the superintendent shall notify the grievant in writing within five (5) days and advise the grievant of the date, time, and place of the hearing. The hearing shall be scheduled no later than ten (10) days from receipt of the notice of appeal.
3. The written statement submitted at Level One shall form the basis of the grievance at Level Two. Any additional written information must be submitted to the superintendent no later than five (5) days prior to the hearing.
4. Failure of the grievant to attend the scheduled hearing shall be deemed acceptance of the Level One decision.
5. The superintendent shall render a written decision within five (5) days following the hearing.

LEVEL THREE

1. If the grievance is not resolved to the satisfaction of the grievant at Level Two, or if the superintendent fails to render a decision within five (5) days, the grievant may file a written appeal with the secretary of the school board within five (5) days of the Level Two decision or missed deadline.
2. Failure to file the appeal within five (5) days shall result in the grievance being considered resolved.
3. Within five (5) days of receipt of the appeal, the board secretary, in consultation with the board chairman and superintendent, shall schedule a hearing before the school board.
4. The school board shall render its decision within seven (7) days following the hearing. The decision of the board shall be final.

PROTECTIONS UNDER TITLE IX, SECTION 504, AND IDEA

- Any grievance alleging discrimination or violation of rights under **Title IX**, **Section 504**, or **IDEA** shall be processed in accordance with this procedure, in addition to the specific requirements of the applicable federal law.
- Students are entitled to reasonable accommodations, procedural safeguards, and participation rights as provided under **Section 504** and **IDEA**.
- Complaints involving Title IX may also be referred to the district Title IX coordinator for investigation, in accordance with federal regulations.

NON-RETALIATION

- Retaliation against any student, parent, or guardian for filing a grievance, participating in the grievance process, or exercising rights under federal or state law is strictly prohibited.
- Any individual who believes they have experienced retaliation should report it immediately to the superintendent or board secretary. Retaliatory conduct will be addressed promptly and may result in disciplinary action.