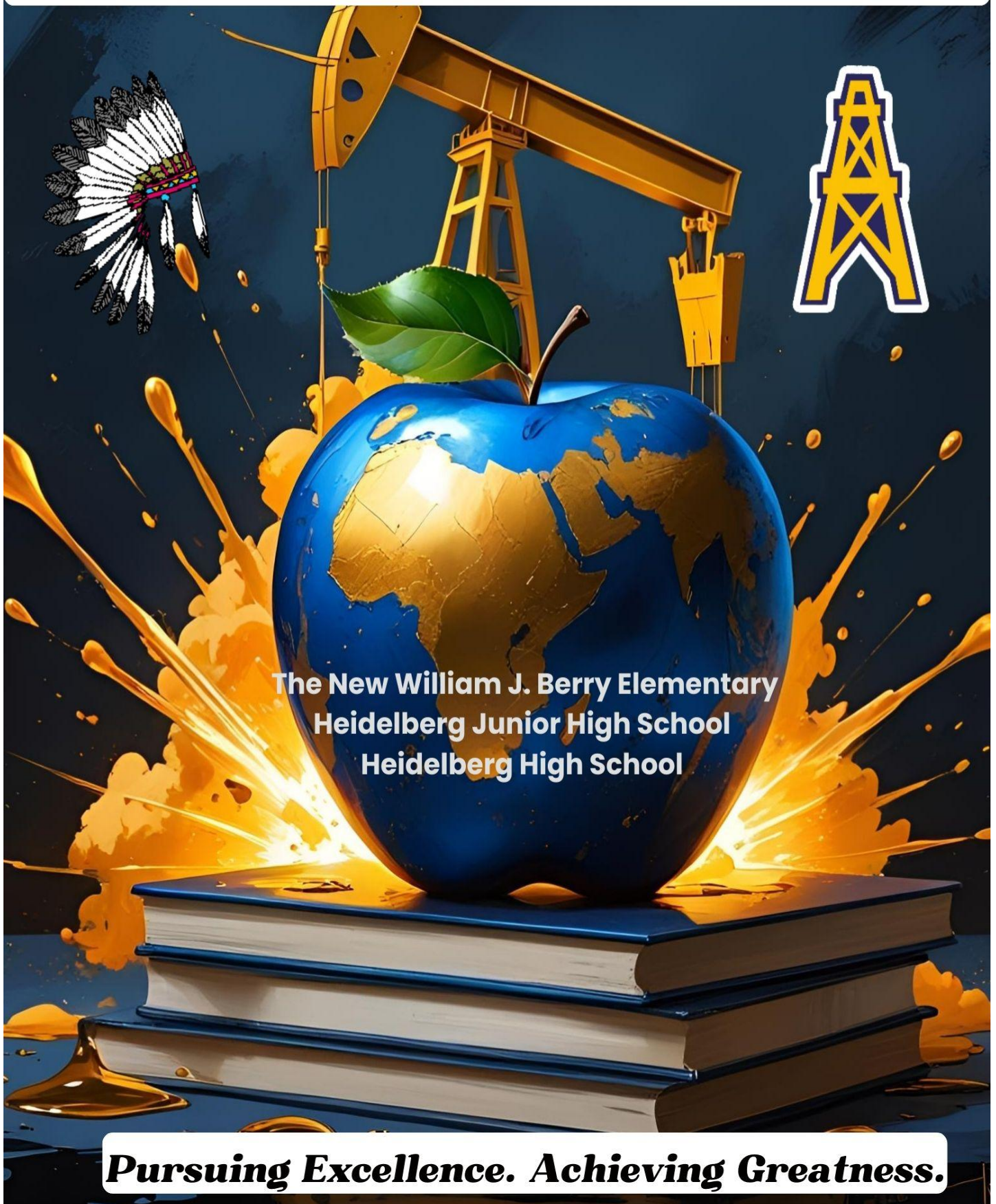


East Jasper Consolidated School District

2025-2026 STUDENT HANDBOOK



The New William J. Berry Elementary
Heidelberg Junior High School
Heidelberg High School

Pursuing Excellence. Achieving Greatness.

Table of Contents

East Jasper School District Board of Trustees	6
East Jasper School District Staff /Administration	6
East Jasper School District Telephone Numbers	7
East Jasper School District Calendar	8
District Mission Statement	9
Statement of Non-Discrimination	9
Handbook Introduction	10
Federal Compliance Policies	11
Speech-Language Screening	11
Mississippi Terroristic Threat Senate Bill 2141	12
Complaints of Bullying/Harassing Behaviors	13
Revisions to Bullying/Harassment Law House Bill 263	14
Bullying/Harassment Complaint Form	16
Right-to-Know	17
COMMON CONCERNS A-Z	
Absences	18
Absences/Tardiness	19
Absentee Discrepancies	19
Active Parent	19
Activity Fund	19
Activity Schedule	19
Admissions/Registration	19
Admission Residency/Registration Requirements	20
• Proof of Residency for Student Registration	20
• Kindergarten Pre-registration/Enrollment	20
• Students Residing with Legal Guardians	21
• Students residing with Parent/Legal Guardian in a Home Not Owned or Rented by the Parent/Legal Guardian	21
• Documents that can be Provided for Verification of Residency by Affidavit	21
Arrival and Departure	21
Asbestos Notice	22
Attendance (Compulsory)	23
Attendance Period	23
Awarding of Academic Credit	24
Awards Program	24
Backpacks/Book Bags	24
Band	24
Beta Club Requirements	25
Bus	25
Cafeteria	26
Campaigning	26
Campus Disruptions/Disorderly Conduct	27
Car Drivers/Car Riders/Walkers (Students)	27
Cellphones/Electronic Devices	27
• Consequences for use of Cellphones	28
• Use of Cellphones/Electronic Devices Explained	28
Cheating	28

Choir	28
Class Rank/Ranking in Classes	29
• Class Rank	29
• Valedictorian, Salutatorian, and Historian Selection	29
• Event of a Tie	30
• Course Exclusions	30
Contacting Parents	30
Corporal Punishment (Paddling)	30
Correspondence Courses	30
Course Selection/Carnegie Units	31
Curriculum Information	31
Dress and Grooming Code—General Rules	31
Dress Code—School Sites	33
Dress Code—All Campuses	34
Dress Code for School Activity	35
Driver Licenses	35
Dual Credit/Dual Enrollment	35
Early Release for Seniors	36
Eligibility for Competitive Activities	37
Emergency Action by School Staff	45
Emergency Operations	45
ESSA—Every Student Succeeds Act 2015	45
Extracurricular Activities and Co-Curricular Activities	46
• Code of Conduct for Extracurricular and Co-Curricular Activities	46
• Expenses	46
Family Educational Rights and Privacy Act of 1974	47
Fees, Workbooks, Labs, and Other Materials	48
Field Trips	48
Fundraising	48
Gifted (SEARCH) Program	48
Grading System and Nine Weeks Policy	52
Grade Changes	53
Graduation Etiquette	53
• Student Etiquette	53
• Parent(s)/Guest Etiquette	54
Graduation/Promotion Policy, Grades 3 and 9-12	54
Graduation Requirements	56
Homecoming Selection Criteria for Heidelberg High School and Heidelberg Junior High	79
Homecoming Selection Criteria for The New William J. Berry Elementary School	81
Honor Graduates	82
Immunizations and Vaccinations	83
• Communicable Diseases	83
Insurance	84
Late Entrance	84
Literacy Initiative, K-3	84
Lost and Found	84
Makeup Work	84
Media Center/Library	84
Mississippi Scholars	85
Mississippi Terroristic Threat Law	87
Mississippi Virtual Public School	87
National School Lunch and School Breakfast Programs	87
Organizations and Clubs	87

Organizations That Are Prohibited	87
Parent/Guardian Responsibilities	87
Parent Teacher Association/Organization and East Jasper P-16 Council	87
Parties	87
Perfect Attendance	88
• Incentives for Perfect Attendance	88
Progress Reports	88
Prom Policy	88
Promotion and Retention	88
Report Cards/Academic Credit	89
Report Cards/Issuance	89
Safety Act of 2001 (Senate Bill 2239)	89
• Disruptive Behavior	89
• Habitually Disruptive	90
• Safe Schools	90
• Fighting	90
• Gang or Unauthorized Group Activity or Association	90
• Tobacco Possession or Use	91
• Vandalism	91
• Weapons on School Premises (East Jasper Board Policy)	91
School Bus Discipline	91
• School Bus Regulations	91
• Public Law 37-11-21	92
• Public Law 37-41-2	92
Senior and Junior Officers	93
Senior Awards	93
Senior Recognition Program	93
Sexual Harassment	93
• Definitions of Sexual Harassment	94
• How to Recognize Sexual Harassment	94
• Actions that may Constitute Sexual Harassment	94
Sororities, Fraternities and Secret Organizations	94
Smoking/Tobacco (Cigarettes—Cigars—Vaping—Chewing) MS Code 97-32-29 (2019)	94
Special/Exceptional Education Discipline Procedures	95
Special Notes	101
• State Regulations on School Violence	101
• Students and News Media/Releases	101
Special Programs and Services	101
Sports	102
Staff-Student Relations	102
Star Student	102
• Star Student Requirements	102
• Selection of the Star Student	102
Student Activities	103
Student Body, Student Council, and Class Officers	103
• Student Body	103
• Student Council	103
• Student Council and Transfer Students	104
• Class Officers	104
• Qualifications	104
• Election of Officers	104
Student Checkout Policy	104

Student Health Services	105
• Medical Assistance	105
• Medicines/Medications	105
• Asthma and Diabetes Medication	106
• Regarding the self-administration of medications	106
Student/Parent Concerns, Complaints Grievances	106
Student Schedules/In-School Transfers	106
Suicide Threat Protocol	107
Suspension of Students	107
• Definition of Suspension	107
• Authority to Suspend	107
• Appeals/Due Process	107
• Suspension Procedures	108
Tardiness	109
Textbooks/Calculators	110
Transcripts	110
Transfer/Change of Address	110
Trespassing	111
Truancy	111
Visitors	111
Volunteers	112
Withdrawals	112
Work Permits (Students)	112
Individual School Information	
The New William J. Berry Elementary School	113
Contact Information	113
Homework Policy	114
Heidelberg High School and Heidelberg Junior High School	116
Contact Information	116
District Discipline	
East Jasper School District Discipline Procedures	117
East Jasper School District Code of Conduct	117
East Jasper School District Disciplinary Ladder	119
East Jasper School Alternative School Handbook	127
East Jasper School District Disciplinary Definitions	131
East Jasper School Athletic Handbook	133
Mississippi Regulations on School Violence	142

Appendix

Parent-Student-Teacher-Administrator Compacts	146
Media Release Form	150
Acceptable Use Policy (AUP)	151
CIPA/COPPA Compliance Policy	156
Homeless Survey	159
Title I Parental Involvement Policy	160
Assigning Grades	166

Provisional Covid-19 Policy Updates

Distance\Online Learning	168
Responsible Use of District Issued Technology	170
Pandemic\Epidemic Emergencies	172
Return to School during Covid-19	174
Compliance with Family Education Rights & Privacy Act of 1974 (FERPA)	177

East Jasper Consolidated School District

Board of Trustees

Mrs. Harriett Cooley	President
Ms. Everline Gilmore	Vice-President
Mrs. Vera Buxton	Secretary
Mrs. Harlena Jones	Member
Mr. Jimmie L. Smith	Member
Mr. David L. Sullivan	Attorney

Central Office Administration

Dr. Nadene Arrington	Superintendent
Ms. Keithsha Jones	Curriculum/Testing/ Career & Technical
Mr. Jerrod McLain	Exceptional Education/ Federal Program ESL/Title IX/ADA Coordinator
Mr. Depre McGee	Athletic Director
Mr. Robert McDonald	Facilities
Mr. Roscoe Henry	Technology
Officer Keith Barlow	Safety & Security

District Support Staff

Ms. Carolyn Barnett	Accounts Payable
Mrs. Erica Ferguson	Purchasing/Payroll
Mrs. Sheila Jones	Child Nutrition
Mrs. LaTressia Dase	Facilities/Transportation Assistant
Ms. Lakeyia Taylor	Fixed Assets/16th Section Bookkeeper/Athletics Assistant
Mrs. Barbara Stephens	Student Data Clark/MSIS
Ms. Paula McDonald	Student Health
Mrs. Jennifer Watts	Behavioral Specialist

The New William J. Berry Elementary School

	Principal
Ms. Lefanett Thigpen	Lead Teacher
Mrs. Kendra Hatten	Interventionist
Ms. Yashika Slaughter	Interventionist

Heidelberg Junior High School

Mrs. Michelle McGill	Principal
Mrs. Andrea Pugh	Counselor

Heidelberg High School

Mrs. Kimberly Dawkins	Principal
Mr. Darryl Carter	Lead Teacher
Mrs. Andrea Pugh	Counselor



**East Jasper Consolidated School District
Department Contact Numbers**

Department	Phone Number	Fax Number
Central Office/Superintendent	601.787.3281 or 601.787.2055	601.787.3410
Federal Programs	601.787.3281	601.787.3733
Heidelberg High School	601.787.3414	601.787.3416
Heidelberg Junior High School	601.787.3665	601.787.3045
The New William J. Berry Elementary School	601.787.2601	601.787.2662
Exceptional Education	601.787.3281	601.787.4430
Transportation	601.787.3281	
Technology	601.787.3281	601.787.2496
Food Service	601.787.3414 ext. 1038	601.787.3410
The New William J. Berry Elementary School Cafeteria	601.787.2601	
Heidelberg High School Cafeteria	601.787.3414	

East Jasper Consolidated School District

2025-2026 Academic Calendar

July 2025						
S	M	T	W	T	F	S
		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		

August 2025						
S	M	T	W	T	F	S
					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						

September 2025						
S	M	T	W	T	F	S
	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				

October 2025						
S	M	T	W	T	F	S
			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	

November 2025						
S	M	T	W	T	F	S
						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						

December 2025						
S	M	T	W	T	F	S
	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			

The New William J. Berry Elementary School
601.787.2601

Heidelberg Junior High School
601.787.3665

Heidelberg High School
601.787.3414

www.eastjasper.k12.ms.us

July 4 Independence Day
July 28-30 Professional Development Days
July 31 First Day of School for Students
Aug 29 – Sep 1 Labor Day – **No School**
Sep 4 1st Nine Weeks Progress Reports
Sep 29-Oct 2 1st Nine Weeks Exams
Oct 2 End of 1st Nine Weeks

Oct 6-10 Forever Blue & Gold Homecoming
Oct 13-15 Fall Break – **No School**
Oct 23 Distance Learning Day/
Parent Report Card Pick-Up Day
Nov 6 2nd Nine Weeks Progress Reports
Nov 24-28 Thanksgiving Break – **No School**
Dec 15-18 2nd Nine Weeks Exams
Dec 18 End of 2nd Nine Weeks
Dec 19 60% Day
Dec 22-Jan 6 Winter Break – **No School**

Jan 7 Distance Learning Day
Jan 9 2nd Nine Weeks Report Cards
Jan 19 Martin Luther King, Jr. Day – **No School**
Feb 5 3rd Nine Weeks Progress Reports
Feb 16 Presidents' Day – **No School**
Mar 1-5 3rd Nine Weeks Exams
Mar 16-20 Spring Break – **No School**
Mar 18 End of 3rd Nine Weeks

Mar 23 Professional Development/
Student Holiday – **No School**
Mar 26 3rd Nine Weeks Report Cards
Apr 3-6 Easter Break – **No School**
Apr 16 4th Nine Weeks Progress Reports
May 18 4th Nine Weeks Exams
May 22 Last Day of School for Students
60% Day
May 23 HHS Graduation
May 25 Memorial Day
May 26-28 Professional Development
May 29 4th Nine Weeks Report Cards

Jun 19 Juneteenth

TOTAL STUDENT DAYS	
1 st Nine Weeks:	45
2 nd Nine Weeks:	47
1 st Semester:	92
3 rd Nine Weeks:	43
4 th Nine Weeks:	45
2 nd Semester:	90
Total for the Year:	180

Board Approved

APR 31 2025

January 2026						
S	M	T	W	T	F	S
				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

February 2026						
S	M	T	W	T	F	S
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

March 2026						
S	M	T	W	T	F	S
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				

April 2026						
S	M	T	W	T	F	S
			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		

May 2026						
S	M	T	W	T	F	S
					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						

June 2026						
S	M	T	W	T	F	S
	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				

Holidays/School Closed	Distance Learning Days
Professional Development	Progress Reports
First Day/Last Day of School	Report Cards
Early Release Days	



DISTRICT MISSION STATEMENT

The East Jasper School District has as its mission to provide an educational program, so designed that it reflects the wide range of learning capabilities, backgrounds, needs and interests of our students. This program will guide the students toward mastery of basic learning skills, individual creativity, acceptable social behavior, and active participation in improving the socioeconomic standards of their environment.

To accomplish this mission, emphasis is focused on strong administrative leadership, quality instruction, and student achievement, which we believe to be important factors to achieve this accomplishment.

Statement of Non-Discrimination

It is the policy of the East Jasper Consolidated School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age, marital status, sexual orientation, gender identity, veteran status, or socioeconomic status in its educational programs, activities, or employment practices.

There is an established grievance procedure for processing complaints of discrimination. If you have questions pertaining to this policy or wish to file a complaint, please utilize the following contact information:

Mr. Jerrod McLain
Office of Federal Programs
Title IX
601-787-3281
804 North Pine Avenue
Heidelberg, MS 39439

Mrs. Michelle McGill
Office of Exceptional Education
Section 504
601-787-3281
804 North Pine Avenue
Heidelberg, MS 39439

Es política del Distrito Escolar Consolidado de East Jasper no discriminar por motivos de raza, color, nacionalidad, sexo, discapacidad, religión, credo, edad, estado civil, orientación sexual, identidad de género, condición de veterano o condición socioeconómica en sus programas educativos, actividades o prácticas laborales.

Existe un procedimiento de quejas establecido para procesar quejas de discriminación. Si tiene preguntas relacionadas con esta política o desea presentar una queja, utilice la siguiente información de contacto:

Mr. Jerrod McLain
Oficina de Programas Federales
Título IX
601-787-3281
804 North Pine Avenue
Heidelberg, MS 39439

Mrs. Michelle McGill
Oficina de Educación Excepcional
Sección 504
601-787-3281
804 North Pine Avenue
Heidelberg, MS 39439

Handbook Introduction

Welcome to the East Jasper School District

It is the responsibility of both parents and students to review and become familiar with this Student Handbook. Approved by the East Jasper School Board, the handbook contains official district policies, procedures, and guidelines that every family should know.

The handbook has been carefully prepared by the staff of the East Jasper School District to serve as a clear guide to the daily operations of our schools and the expectations for student conduct. It includes important information on academic and extracurricular opportunities, daily routines, disciplinary rules and consequences, accreditation requirements, and the special programs and services available to students. Our administrators and instructional staff believe this resource will provide parents and students with the information needed to ensure a successful school year.

The School Board and district administration work together to set sound goals, anticipate future needs, and provide a safe and productive learning environment. The primary purpose of this handbook is to help make your school experience positive and rewarding by offering important information to support both student success and parent involvement.

Parent/Student Action Required:

After reviewing this handbook, please sign and return the required forms located in the *Appendices* section to your child's teacher. The following forms must be signed and returned:

1. State Regulations on School Violence
2. Parent-Student-Teacher-Administrator Compact(s)
3. Media Release Form
4. Acceptable Use Policy
5. CIPA/COPPA Compliance Policy
6. Acceptable Use Permission Form
7. Title I Parental Involvement Policy
8. Receipt of Handbook Acknowledgement

Use of Directory Information:

Throughout the school year, the East Jasper School District may use student directory information such as name, date of birth, height, weight, and address. This information may be used by the superintendent and principals for purposes such as Honor Roll recognition, graduation, scholarships, Awards Day, athletics, extracurricular activities, and displaying student work.

If you have any objections to the East Jasper School District utilizing directory information on your child as described above, please notify your child's principal in writing regarding your decision.

Federal Compliance Policies

Title VI, Title IX, Section 504, and FERPA

The East Jasper School District is in compliance with Title VI of the Civil Rights Act of 1964, including regulations in vocational educational, Title IX of the Educational Amendment of 1973, Section 504 of the Rehabilitation Act of 1973, and the Family Educational Rights and Privacy Act of 1974 (FERPA).

District Policy assures that no one shall, on the grounds of race, color, age, religion, national origin, sex, or handicap, be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination in any program or activity of the school.

It is the policy of the East Jasper School District not to discriminate against any otherwise qualified individual with a 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 cooperation.

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

Federal Civil Rights Regulations and Compliance

It is the intent of the East Jasper County Board of Education to comply with all provisions of the Federal Civil Rights Statutes, which became effective July 21, 1975. The Board directs that no person(s) on the basis of sex, race, creed, age, national origin or marital status be discriminated against or excluded from or denied the benefits of any program or any opportunity or activity.

Speech-Language Screening

The East Jasper Consolidated School District ensures that students will be screened for articulation, language, voice, and fluency disorders before the end of Grade 1.

For those students who fail the screener, the parents and/or legal guardians will be notified of the results. The school district, in its discretion, may perform a comprehensive speech-language evaluation.

Parents and/or legal guardians of a student who fails the speech-language screener may request an evaluation which must be administered by a 215 endorsed speech-language pathologist. The school district shall consider the evaluation for eligibility for speech-language in accordance with the procedures mandated by the federal Individuals with Disabilities Education Act (IDEA).

Parents and/or legal guardians may provide written notification to the local school district opting out of the mandatory screening provided by the district. The provisions of this section shall not apply to homeschooled students. *Legal Reference: House Bill 896 (2013)*

MISSISSIPPI TERRORISTIC THREATS LAW

MISSISSIPPI LEGISLATURE

2019 Regular Session

To: Judiciary, Division A

By: Senator(s) Hopson, Branning, McMahan,
Parker, Turner-Ford

Senate Bill 2141

(As Passed the Senate)

AN ACT TO CREATE THE "MISSISSIPPI TERRORISTIC THREATS LAW"; TO DEFINE THE ELEMENTS OF THE OFFENSE OF MAKING A TERRORISTIC THREAT; TO PROVIDE THAT MAKING A TERRORISTIC THREAT IS A FELONY PUNISHABLE BY IMPRISONMENT FOR UP TO TEN YEARS; AND FOR RELATED PURPOSES.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MISSISSIPPI:

SECTION 1.

(1) This section shall be known and may be cited as the "Mississippi Terroristic Threats Law."

(2) (a) A person commits the offense of making a terroristic threat when the person makes a threat to commit a crime of violence or a threat to cause bodily injury to another person if the threat does in fact cause a reasonable expectation or reasonable fear of the imminent commission of an offense and if, in making the threat, the person has the intent to

- (i) Intimidate or coerce a civilian population or segment of a civilian population to cede to the person's demands;
- (ii) Influence or affect, by intimidation or coercion, the policy or conduct of a unit of government, educational institution, business or segment of the civilian population to cede to the person's demands.

(b) It is not a defense to a prosecution under this section that, at the time the defendant made the terroristic threat, the defendant did not have the intent or capability to actually commit the specified offense, nor is it a defense that the threat was not made to a person who was a subject or intended victim of the threatened act.

(3) A person convicted of the offense of making a terroristic threat is guilty of a felony punishable by imprisonment in the custody of the Mississippi Department of Corrections for not more than ten (10) years.

SECTION 2. This act shall take effect and be in force from and after July 1, 2019.





COMPLAINTS OF BULLYING OR HARASSING BEHAVIOR



Students and employees in the East Jasper School District are protected from bullying or harassing behavior by other students or employees. It is the intent of the Board and the administration to maintain an environment free from bullying and harassing behavior. This complaint procedure provides a process for filing, processing, and resolving complaints of such conduct. Adherence to these procedures is mandatory. The failure of any person to follow these procedures will constitute a waiver of the right to pursue a complaint at any level, including review by the Board.

I. Definitions

Bullying or harassing behavior is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property, or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits.

A "hostile environment" means 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 tolerated when it takes place on school property, at any school-sponsored function, on a school bus, or when it takes place off school property when such conduct, in the determination of the school 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.

II. Procedures for Processing a Complaint

Any student, school employee or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee or volunteer has been subjected to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor or other school official. The report shall be made promptly but no later than five calendar days after the alleged act or acts occurred. The school official shall complete a "Bullying/Harassing Behavior" complaint form which shall include the name of the reporting person, the specific nature and date of the misconduct, the names of the victim of the misconduct, the names of any witnesses and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal or superintendent who shall institute an immediate investigation. If applicable, a neutral district administrator will be assigned to institute said investigation depending upon the status of the individuals involved.

The complaint shall be investigated promptly. Parents will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary with all concerned parties within five working days after initial receipt of the complaint by the District. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official conducting the investigation shall notify the victim and parents as appropriate when the investigation is completed and a decision regarding disciplinary action, as warranted, is determined.

If the victim is not satisfied with the decision of the District official, he/she may submit a written appeal to the superintendent. Such appeal shall be filed within 10 working days after receipt of the results of the initial decision. The superintendent will arrange such meetings with the victim and other affected parties as deemed necessary to discuss the appeal. The superintendent shall provide a written decision to the victim's appeal within 10 working days. If the victim is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board. Such appeal shall be filed within 10 working days after receipt of the decision of the superintendent. The Board shall, within 20 working days, allow the victim and parents, as appropriate, to appear before the Board to present reasons for dissatisfaction with the decision of the superintendent. The Board shall provide a written decision within 10 working days following the victim's appearance before the Board.

REVISIONS TO MISSISSIPPI'S BULLYING/HARASSMENT LAW



House Bill 263

AN ACT TO AMEND SECTION 37-11-67, MISSISSIPPI CODE OF 1972, TO CLARIFY CONDUCT THAT IS CONSIDERED BEING BULLYING BEHAVIOR; TO AMEND SECTION 37-11-69, MISSISSIPPI CODE OF 1972, TO REVISE THE PROVISIONS TO BE INCLUDED IN A SCHOOL DISTRICTS' ANTI-BULLYING POLICIES; TO REQUIRE SCHOOL DISTRICTS TO POST THE PROPER PROCEDURE FOR REPORTING BULLYING ON THEIR INTERNET WEBSITE; AND FOR RELATED PURPOSES.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MISSISSIPPI:

SECTION 1. Section 37-11-67, Mississippi Code of 1972, is amended as follows:

37-11-67. (1) As used in this section, "bullying or harassing behavior" is any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic, that takes place on school property, at any school-sponsored function, or on a school bus, and that:

(a) Places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property; or

(b) Creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits. For purposes of this section, "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior.

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

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

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

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

(6) Conduct described in subsection (1) of this section is considered bullying if that conduct:

(a) Exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and

(b) Interferes with a student's education or substantially disrupts the operation of a school.

SECTION 2. Section 37-11-69, Mississippi Code of 1972, is amended as follows:

37-11-69. (1) * * * Each local school district shall include in its personnel policies, discipline policies and code of student conduct a prohibition against bullying or harassing behavior and adopt procedures for reporting, investigating and addressing such behavior, that:

(a) Prohibit the bullying of a student;

(b) Prohibit retaliation against any person, including a victim, a witness, or another person, who in good faith provides information concerning an incident of bullying;

(c) Establish a procedure for providing notice of an incident of bullying to a parent or guardian of the victim and a parent or guardian of the bully within a reasonable amount of time after the incident;

(d) Establish the actions a student should take to obtain assistance and intervention in response to bullying;

(e) Set out the available counseling options for a student who is a victim of or a witness to bullying or who engages in bullying;

(f) Establish procedures for reporting an incident of bullying, investigating a reported incident of bullying and determining whether the reported incident of bullying occurred;

(g) Prohibit the imposition of a disciplinary measure on a student who, after an investigation, is found to be a victim of bullying, on the basis of that student's use of reasonable self—defense in response to the bullying; and

(h) Require that discipline for bullying of a student with disabilities comply with applicable requirements under federal law, including the Individuals with Disabilities Education Act (20 USCS Section 1400 et seq.).

(2) The policies 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.

(3) The procedure for reporting bullying established under subsection (1) of this section must be posted on the district's Internet website.

SECTION 3. This act shall take effect and be in force from and after July 1, 2017.



**East Jasper Consolidated School District
Bullying/Harassment Behavior Complaint Form**

Complainant—(Include student/employee name and grade/department if completed by someone else)		Date	
Home Address		City	Home Address
Home Telephone		Date(s) of Alleged Bullying/Harassing Behaviors	
Name of Person(s) Responsible for the Bullying/Harassing Behaviors			
When and Where did the incident occur?			
Describe other details of the Bullying/Harassing behaviors as clearly as possible. Attach additional pages if necessary.			
Did anyone witness the Bullying/Harassing Behaviors?	Yes	Did anyone witness the Bullying/Harassing Behaviors?	Yes
What was your reaction to the Bullying/Harassing Behaviors?			
How should this Bullying/Harassment be resolved?			
Signature of complainant		Date	
Witness/Parent signature		Date	
Signature of school personnel taking complaint		Date	



August 22, 2025

RE: Right to Know Policy

Dear Parent(s)/Legal Guardian(s):

Your child attends school in the East Jasper School District, which receives Federal Title I funds to assist students in meeting state achievement standards. Throughout the school year, we will be providing you with important information about this policy and your child's education. This letter lets you know about your right to request information about the qualifications of the classroom staff working with your child.

At East Jasper, we are very proud of our teachers, and they are prepared to give your child a high-quality education in the coming school year. As a Title I district, we must meet federal regulations related to teacher qualifications as defined by the *Every Student Succeeds Act (ESSA)*. These regulations allow you to learn more about your child's teachers' training and credentials. Therefore, we are happy to provide this information to you at any time. The information regarding the professional qualifications of your child's classroom teacher at a minimum will include the following:

- Whether the teacher met state qualifications and licensing criteria for the grade level and subject he/she is teaching;
- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications as well.

If you would like to review any of this information, please contact your child's school. Once your request is made, you may pick this information up at the school, or it will be mailed to you not later than five (5) days after the reception of your request.

Sincerely,

Nadene Arrington

Superintendent, East Jasper School District

COMMON CONCERNS

Absences

A student must meet minimum attendance standards as established by the East Jasper School District and the Mississippi Department of Education.

In grades K-8 in non-credit bearing classes, when a student accumulates more than twenty (20) absences (excused and/or unexcused), that student may be subject to retention.

For grades 7-12 in credit bearing courses, if a student misses more than twenty (20) absences in a yearly course (excused or unexcused) or more than ten (10) absences in a semester course (excused or unexcused), Carnegie credit will not be awarded for the course regardless of the grade average achieved.

A student who exceeds the twenty (20) absences in a yearly course or ten (10) absences in a semester course shall receive no credit for the course. The required seat time for a yearly course is 140 hours and for a semester course is 70 hours.

This attendance policy applies to all students enrolled in both regular education and exceptional education classes. A special committee may meet once every semester to determine if credit may be granted to students with extenuating circumstances for excessive absences. The parent/guardian of such students may request a review by the attendance committee by submitting a written letter to the principal's office prior to the end of each semester.

Administrators will retain final discretion regarding promotion/retention/awarding of Carnegie unit regarding excessive absenteeism and extenuating circumstances (e.g., serious injury or illness, etc.)

1. When students who are enrolled in grades K-12 are absent from school; upon the student's return to school, a doctor's excuse or a written statement signed by the parent/guardian verifying the absence *must be presented* to the office. **No more than five parent notes per year will be accepted.** Students who have either excused or unexcused absences will be responsible for making up all schoolwork missed during the time of absence.
2. After a student has been absent **for more than three consecutive school days** for a cumulative illness, injury, or death of an immediate family member, the parent/guardian must provide the school with written verification of the cause of absence. Acceptable written verification includes, but is not limited to, the following:
 - a. Medical Excuse
 - b. Medical/Hospital Release Forms
 - c. Obituary
 - d. Other Official Documentation
 - e. **Written notes by the parent/guardian are considered unofficial and, therefore, unacceptable. Additional verification may be required, if deemed necessary.**
3. Students must be at school, in-person and/or online, at least 63% of the day to be counted present.
4. **If students are not present for 63% of the school day, they will be counted as absent for the day.**
5. Early checkouts disqualify students from earning Perfect Attendance.

NOTE: Absences from school shall be classified EXCUSED or UNEXCUSED as stated in the Mississippi Code 37-13-91, but the student is still considered absent and cannot obtain perfect attendance.

The following are valid reasons for an absence to be considered EXCUSED:

- Authorized school activity with the prior approval
- Illness or injury
- Isolation of the student by health officials
- Death or serious injury of an immediate family member [Immediate family members include parents/step-parents, grandparents/step-grandparents, siblings, including stepbrothers and stepsisters, and/or children]
- Medical or dental appointment (refers to student or his/her child)
- Direct involvement in court proceedings if the child is a party to the action
- Other activities as determined by the principal

Absences/Tardiness

It is extremely important for every student and parent to be familiar with district policies related to absences and tardiness. Students should make every effort to be present, punctual and present to school or to class every day. Any questions related to absences or tardiness should be referred to the principal immediately following enrollment. (See handbook sections regarding Attendance and Tardiness.)

Absentee Discrepancies

The names of students who are absent from class and whose names do not appear on the absentee list should be written on a discrepancy form. The form should be sent to the office immediately.

Active Parent

By using Active Parents, parents and/or guardians have the capability to view their child's class schedule, grades, discipline and attendance. Each parent may come into the East Jasper School District Technology Department and request login information and training on the use of Active Parent for their children only. Active Parent login information will only be given to the parent or legal guardian. Active Parent information will not be given out by phone.

Activity Fund

Social clubs and organizations will deposit all monies into school activity fund accounts and make requests for withdrawals through the principal while following approved purchasing procedures.

Activity Schedule

On designated school days, the schools may operate an activity period schedule. The activity period will be used for clubs, special classes, assemblies, and homeroom meetings. Announcements of tentative meetings to be held during the activity period will be made in advance.

Admissions/Registration

1. Children of legal school age whose parents or legal guardians are residents of the school district are eligible to attend East Jasper Schools. In the case of separated or divorced parents, court orders, and decrees involving custody of children will be controlling.
2. All secondary students must complete a registration form. Students new to the district also must provide the following information:
 - Report Card or transcript
 - Release for Records (cumulative)
 - Proof of Residency (two documents)
3. A certified birth certificate must be presented upon admission. The birth certificate must be from the Bureau of Vital Statistics or from the State Department for students born overseas. Hospital records, baptismal records, etc., will not be acceptable. No other birth certificate is acceptable. The principal or

his/her designee must verify the birth certificate. Telephone calls are not acceptable.

4. The Principal shall require that a postal money order in the required amount be deposited for students who are unable to present a certified birth certificate upon admission. The student will be enrolled on a temporary basis until the school receives the certified birth certificate. Temporary enrollment will preclude official recordings or release of grades.
5. Students must present an up-to-date immunization record. (See handbook sections regarding Immunizations and Vaccinations.)
6. If a student is transferring into the East Jasper School District from a school accredited by a state or regional accrediting agency, an official transcript mailed directly from the office of the school previously attended will be required. A report card or transfer papers from the previous school attended may be used for temporary class placement.
7. Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education will be given either a standardized achievement test(s) or teacher-made special subject test(s) to determine appropriate classification of the student within 30 days after filing for transfer. Notice of the administering of such test(s) shall be given to applicant not less than five days prior to the date of the administration of such test. **(MS Code 37-15-33)**

Admission Residency/Registration Requirements

PROOF OF RESIDENCY FOR STUDENT REGISTRATION

As a result of the Residency Verification Procedure adopted as a policy of the Mississippi Board of Education on April 20, 1990, proof of legal residency must be provided before any student can register for school in the East Jasper School District. To establish residence, the parent/legal guardian must present at least two documents—one (1) document from **Column A** **AND** one (1) document from **Column B**. These documents must be presented **IN PERSON** and at the time of registration. Documents must contain the name and **physical address** of the parent/legal guardian (**No P.O. Boxes**). The parent/legal guardian also **must present a valid PHOTO ID**.

Column A	Column B
Mortgage Document or Home Registration	Electric Bill with name and address, within 30 days
Apartment or Home Lease/Rental (Current)	Gas Bill with name and address, within 30 days
Filed Homestead Exemption Form	Water Bill with name and address, within 30 days
Deed	Land-line Telephone Bill with name and address, within 30 days
Land Tax Documents	Cable or Satellite TV Bill with name and address, within 30 days

Kindergarten Pre-Registration/Enrollment

Dates for Kindergarten Pre-registration for all incoming students will be announced in the spring of each school term. The necessary documents for pre-registration or enrollment include:

- Official Birth Certificate
- Social Security Card
- Mississippi Immunization Record (Shot Record/Certificate of Compliance)
- Proof-of-Residency documents as noted above

District-required documents during the registration process include the following:

- Student Information Form (completed)
- Acceptable Use Policy (signed)
- Children Internet Protection Act (CIPA) – signed

- Media Release Form (signed)
- Parent Compact (signed; Title I/NCLB requirement)

STUDENTS RESIDING WITH LEGAL GUARDIANS: In addition to providing documentation of residency (as outlined above), the legal guardian of a student also must provide a copy of the court order appointing such individual as guardian. If a petition for guardianship has been filed and the decree is pending, you must provide a certified copy of the filed petition for guardianship stamped with an assigned court date and a copy of the final decree when granted.

STUDENTS RESIDING WITH PARENT/LEGAL GUARDIAN IN A HOME NOT OWNED OR RENTED BY THE PARENT/LEGAL GUARDIAN (AFFIDAVIT): The parent/ legal guardian of a student residing in a home not owned or rented by the parent/ legal guardian must present documents to show legal custody. The owner of the home must accompany the student and parent/guardian to registration and present proof of residency as outlined above. **The parent/legal guardian must reside full-time in the residence, provide at least two (2) other proof of residency documents** (District’s discretion), and must sign a sworn “Affidavit Statement of Legal Residence” form. This paperwork must be completed and notarized every year.

If the necessary documentation is not provided, such students will not be allowed to attend school in the East Jasper School District. No temporary enrollment or registration will be processed. Further, if the East Jasper School District receives a complaint regarding the residency of a student, the district is required to take action to further verify residency including, but not limited to, follow-up visits to the residents address by school officials.

At the District’s discretion, other documents that can verify residency and/or periodic home visits may be utilized to determine proof-of-residency for extenuating or varying circumstances.

DOCUMENTS THAT CAN BE PROVIDED FOR VERIFICATION OF RESIDENCY BY AFFIDAVIT

At least **two (2)** of the following documents may show proof-of-residency by Affidavit:

- Valid Mississippi driver’s license or state identification showing residence property address
- Automobile registration (valid during current school year) showing residence property address
- Government mailing from county, state, or federal agency showing residence property address
- Utility bill (electric, gas, water bills, landline phone, and cable/satellite bills only) in the parent/legal guardian’s name and showing residence property address.

NOTE: Any legal guardianship for the purpose of establishing residency for school district purposes shall not be recognized by the Board. (MS Code 37-15-31)

Arrival and Departure

Students are NOT to arrive on the school campus prior to 30 minutes before the beginning of the school day—when teachers report to duty. The school will not assume responsibility for any student arriving on school grounds prior to the stated time unless they are transported by school bus. Students are to leave the school at the end of the school day, unless they are participating in a supervised school activity and are under the direct supervision of certified personnel. The parents of the students who violate this policy will be notified in writing and via parent conference, if applicable. In instances where students habitually remain on campus prior to or after the stated times, the students may be subject to disciplinary actions. The principal will determine whether or not the students’ actions are habitual.

Asbestos Notice

The Federal Environmental Protection Agency (EPA) requires that on an annual basis each school district will notify every parent and employee of the status of any asbestos in the school. This report will serve as the annual notification by the East Jasper School District. A copy of this report is on file in the school administration office and is available to the public for review.



Attendance (Compulsory)

Compulsory-School-Age Definition

"Compulsory-school-age child" means a child who has attained or will attain the age of six (6) years on or before September 1 of the calendar year and who has not attained the age of seventeen (17) years on or before September 1 of the calendar year; and shall include any child who has attained or will attain the age of five (5) years on or before September 1 and has enrolled in a full-day public school kindergarten program. (MS Code 37-13-91 (2) (f) (2013))

Compulsory Enrollment

1. If a compulsory-school-age child has not been enrolled in school within fifteen (15) calendar days after the first day of the school year or if a child has accumulated five (5) unlawful absences during the school year, the superintendent shall or his designee, within two (2) school days or within five (5) calendar days, whichever is less, report, on the form provided by the State Department of Education, the absences to the school attendance officer. The superintendent, or his designee, shall report any student suspensions or student expulsions to the school attendance officer when they occur. §37-13-91 (6)
2. When a compulsory-school-age child accumulates five unexcused absences, the attendance officer of the youth court or family court will be notified.
3. Parents of a compulsory-school-age child who has not been enrolled in school within 18 calendar days after the first day of school of the public school which the child is eligible to attend or parents of a compulsory-school age child who has accumulated 12 unexcused absences during the school year are subject to prosecution under the Mississippi Compulsory School Attendance Law.

Early Checkouts—Late Arrivals

When a student arrives on campus, the student becomes the responsibility of the school.

Anyone wishing to check out a student must be listed on the Parent Authorization Form and show a *valid picture ID*. When it is necessary for a student to check out during the school day, the parent/guardian/authorized representative must come inside the school to complete the process. *Once a student checks out, he/she must leave the campus. Administrators MUST approve checkouts requested after this point. Cut-off times will be determined per campus.*

An "unlawful absence" is an absence for an entire school day or during part of a school day by a compulsory-school-age child, which absence is not due to a valid excuse for temporary nonattendance. For purposes of reporting absenteeism under subsection (6) of this section, if a compulsory-school-age child has an absence that is more than thirty-seven percent (37%) of the instructional day, as fixed by the school board for the school at which the compulsory-school-age child is enrolled, the child must be considered absent the entire school day.

Leaving Campus

Once a student arrives at school, he/she is not permitted to leave campus at any time without an official check-out. Students who violate this rule will be subject to disciplinary action. Under no circumstances can the student leave campus without being checked out through the office by the parent/guardian. If a student returns to school after being checked out earlier in the day, he/she must report to the office for re-admittance papers before reporting to class.

Attendance Period

The official attendance period for The New William J. Berry Elementary School will be homeroom period. Heidelberg Junior High and Heidelberg High attendance must be taken **every period** in order to accurately maintain records regarding student absences and/or tardies per class period.

Awarding of Academic Credit

1. Academic credit for courses taken by students in the East Jasper School District shall be awarded upon successful completion of courses.
2. Credit for high school courses will be awarded in half units, full units, or multiple units as approved in the latest edition of the *Mississippi Public School Accountability Standards*, State Department of Education.
3. In grades 9-12, students must complete both semesters for a year-long (two semesters) course with a yearly passing average of 65 or higher in order to receive any credit for that course.
Note: A student who exceeds the twenty (20) absences in a yearly course (excused or unexcused) or ten (10) absences in a semester course (excused or unexcused) shall receive no Carnegie credit for the course.
4. Students who fail year-long courses may attend Extended Year/Summer School programs in order to acquire academic credit or may enroll in a state-approved correspondence course, subject to principal approval and compliant with all other district and state guidelines.
5. Students who attend Extended Year/Summer School programs must master all objectives failed and/or missed during the entire school year for that course.
6. Students in grades 9-12 may earn only one (1) Carnegie unit of academic credit during Extended Year/Summer School programs.
7. Upon successful completion of all Extended Year objectives for a particular course, a grade of 65 will be awarded and documented in all applicable district grade documentation systems. Upon successful completion of a Summer School course, the student will receive the documented grade.
8. The East Jasper School District will recognize and honor courses taken at other accredited schools if courses are recorded on the permanent record or transcript. However, in the matter of required courses, students shall meet all regulations governing graduation requirements for Heidelberg High School. Students transferring into an East Jasper school from a non-accredited school must be given achievement tests to determine grade and/or subject placement.
9. Each student is responsible for completing required work without assistance. The integrity of the grading and testing procedures must not be compromised and any student who is determined to be guilty of cheating will receive a zero on graded work and will receive appropriate counseling and/or disciplinary action.
10. In order to graduate with honors or highest honors from Heidelberg High School, a student must have attended Heidelberg High School for a minimum of one full semester.
11. Transfer students who enroll in the East Jasper School District for less than 20 school days must arrange for credit through their previous schools.

Awards Program

Highest academic achievement in departments and/or courses will be recognized in awards programs for East Jasper students. Awards will recognize outstanding academic work or other student achievement and includes, but is not limited to, academic letters for classroom excellence.

Backpacks/Book Bags

All backpacks/book bags must be **clear** and all contents within the backpack must be visible. Backpacks or book bags may be brought to school but are subject to search if an administrator has reasonable suspicion or if security has probable cause. By bringing a backpack or book bag to school, a student hereby consents to a search of the contents of the backpack or book bag subject to school board policy.

Band

The performing band provides music for many school and community activities, both as a marching band and as a concert band. The director selects band members. Although the school owns a number of instruments, members may also furnish their own. Band fees will be assigned.

Beta Club

The Beta Club is an outstanding student organization that promotes both academic scholarship and leadership and character development. Mississippi is one of several states that participates in National Beta Club at the state level. Fees will be assigned for participation.



EAST JASPER CONSOLIDATED SCHOOL DISTRICT

Beta Requirements, Standards, and Eligibility



Beta Mission

- To promote the ideals of academic achievement, character, service, and leadership among elementary and secondary school students.
- To reward meritorious achievement and to encourage and assist students in continuing their education after high school

Beta Vision

- National Beta, a student-centered organization, continually develops and nurtures individuals by providing opportunities and experiences enabling them to demonstrate the ideals of character, achievement, service, and leadership in a global community

Beta Pillars

- Achievement—Recognizing and honoring high academic achievement
- Character—Preparing students for life and empowering them to be successful
- Leadership—Developing the leaders of tomorrow
- Service—Demonstrating our motto: Let us Lead by Serving Others

Beta Chapters

- Junior Beta
 - 4th -5th Grades—Elementary Division
 - 6th -8th Grades—Junior Division
- Senior Beta
 - 9th -12th Grades—Senior Division

Standards of Membership (New Members)

- Standards of membership in the East Jasper School District Chapter of National Junior/Senior Beta must conform to the general features as laid down in the national constitution, and in all cases must be approved by the principal of the elementary, middle, and high school.
- The grade levels from which members may be drawn shall be:
 - Grades 4-5 (Junior Beta Division I)
 - Grades 6-8 (Junior Beta Division II)
 - Grades 9-12 (Senior Beta)
- The scholastic requirements for membership in this chapter of National Junior/Senior Beta shall be an average of 85 or above in each class and no office referrals from the previous semester.

Note:

All students must be performing at or above grade level in order to be eligible for membership. All actions/or waivers of academic and disciplinary standings are at the direction of the District Beta Sponsor, the Principal of each school, and the Beta Sponsor of each school

Bus

Once a student is in route to school, the student 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

in route to and from school. Violation of bus transportation rules or regulations may result in disciplinary action. Transportation is a privilege and may be revoked.

- All requests for bus passes must be made by 1:30 p.m. on regular school days (M, T, TH, F) and by 12:00 noon on any Early Release days.
- All handwritten notes for bus passes (for TNWJBES, HJHS, and/or HHS) will be verified by the school's Main Office.
- Students MAY NOT be removed from the school bus nor the bus line-up nor the bus loading area UNLESS first authorized by a principal/administrator.
- Harassment of bus driver's/bus personnel will be reported to law enforcement and can result of filing of legal charges and/or banning from East Jasper campuses.

Cafeteria

In an effort to reduce paperwork for parents and school districts, Congress has incorporated into Section 11 (a) (1) of the National School Lunch Act three alternative provisions to the normal requirements for annual determinations of eligibility for free and reduced price meals and daily meal counts by type (free, reduced price, and paid meals) at the point of service. These provisions are known as Provision 1, Provision 2, and Provision 3.

All students must remain at school during the lunch period on a daily basis unless signed out by parents or legal guardians.

Students will not take food out of the cafeteria. Students who bring their lunch to school may eat in the cafeteria or in other approved areas.

In compliance with Federal (USDA) guidelines, commercially prepared, competitive food and drink items will not be distributed or sold on campus one hour before breakfast or one hour before lunch and until the end of either serving period. Such foods also shall not be taken into the cafeteria during lunch.

The number system will be used to identify students' meal status. The concept of the number system requires that all students be assigned a certain coded number for the school year, enabling each student to eat breakfast and lunch in the school cafeteria without a ticket or I.D. card.

Misconduct in the cafeteria will result in appropriate disciplinary action based upon the school discipline plan.

Campaigning

All candidates for office may use poster campaigns. However, the principal or his/her designee before presentation must approve such campaigns. Student campaigning for any office should make an effort to keep expenses to a minimum. Campaign signs and activities are permitted in the school building only, with specific days designated for campaigning. The principal must approve all political materials of an informative nature or intent and campaign activities.

Campus Disruptions and Disorderly Conduct

Public Law 37-11-21

Abuse of Superintendent, Principal, Teacher, or School Bus Driver; Penalty “If any parent, guardian, or other person shall insult or abuse any **superintendent, principal, teacher, or bus driver** during the session of school in the presence of school pupils, such person shall be guilty of a misdemeanor and, upon conviction, shall be punished by a fine of not less than \$10.00, not more than \$50.00.”

Car Drivers/Car Riders/Walkers (Students)

Car Drivers

Student vehicles on campus represent a privilege, not a right. Further, the following criteria apply:

1. Must Maintain Current Proof of Insurance
2. Must Maintain Valid Driver’s License
3. Must Complete Vehicle Registration Form (Provided by East Jasper)
4. Must Maintain a Current Vehicle Decal (Purchased from East Jasper)
5. Must Provide and Maintain a Current List of ALL Students Who Ride with Them on a Daily Basis; Changes Must

Be Given to the Main Office Immediately

6. Permission Slips from Parents/Guardian of Car Riders Must Be on File in Main Office and Must Remain Current

Car Drivers who fail to provide proof of any of the above documents upon request may not be allowed to bring vehicles on campus.

Car Riders with Student Drivers

For any students who may be passengers with a Student Car Driver, the following criteria apply:

1. Permission Slips from Parents/Guardian of Car Riders Must Be on File in Main Office and Must Remain Current
2. Parents/Guardian Must Submit Signed Permission Slips to the Main Office. Permission slips will not be accepted from students—No Exceptions.

Car Riders—Parent Pick-Up

In many instances, East Jasper students are transported to and from school by parents/guardians. For these students, the following criteria will apply:

1. Parents must complete a Parent Pick-up Form (Main Office).
2. Parents must provide the names of any other individuals who will be allowed to pick up their children. The school must be notified promptly of any changes.

Walkers

For East Jasper students who walk to and from school, the following criteria will apply:

1. Permission Slips from Parents/Guardian of Student Walkers Must Be on File in Main Office and Must Remain Current
2. Parents/Guardian Must Submit Signed Permission Slips to the Main Office. Permission slips will not be accepted from students—No Exceptions.

Cellphones/Electronic Devices

Cell phones and other electronic devices are allowed on the East Jasper School District campus subject to the following rules and regulations set forth by the administration: **Phones and/or other electronic devices**

must be turned off and completely out of sight during the entire school day—from the time students enter campus (breakfast, before school, etc.) until dismissal time.

If any student is found in violation of the electronic devices policy (whether the device is on or off), the following procedures will be followed:

Consequences for Use of Cell Phones

Unauthorized use of a cell phone or other electronic device during the school day subjects a student to disciplinary action, which may include the following: **in-school-detention (ISD)**, out-of-school suspension (OSS), and/or referral to Alternative School.

1st Infraction – Student will serve **one (1) ISD** day. Parent/guardian will be contacted.

2nd Infraction – Student will serve **two (2) ISD** days. Parent/guardian will be contacted.

3rd Infraction – Student will serve **three (3) ISD** days. Parent/guardian will be contacted.

4th Infraction – Student will serve **five (5) ISD** days. Parent/guardian will be contacted.

5th Infraction - Student will serve **one (1) OSS** day. Parent/guardian will be contacted and **MUST** return with student for a parent conference before student can return.

****Subsequent infractions/offenses may result in an increase in the number of OSS suspension days assigned and/or a referral for placement in alternative school for up to 45 days.**

Use of Cell Phones/Electronic Devices Explained

Students may not use cell phones/electronic devices to call or receive calls, to text or receive texts, to take photos, to video, to record, or to post information, messages, photos, videos, etc., to social media or other platforms. Students may not use phones in any other ways that can be detrimental to or disruptive to the school environment.

If a cellular phone/electronic device seized by the school is lost or stolen while in the school's possession, The East Jasper Consolidated School District will assume no liability for such item(s). Students will assume all responsibility or liability for theft, loss, or damage of cell phones, or unauthorized calls made on a cell phone. Any other items deemed by administration to be inappropriate, and/or interferes with the educational process will be confiscated and held in the same manner as cell phones.

NOTE: *Absolutely no cellular phones or electronic devices are allowed during Subject Area Testing Program (SATP) exams. According to state policy, possession of such devices will result in the invalidation of a student's exam score. Confiscation of a phone/electronic device during state testing will result in an automatic three-day (3) suspension from school.*

Cheating

Any student found to be cheating on an assignment, test, or examination for the first time will be given a zero for that assignment. On the next occurrence, the student will receive a three-day suspension from school and receive a zero.

Should there be a third occurrence, the student will receive a five-day suspension from school and receive a zero for that assignment. In addition, the student will not be allowed to participate in or attend any school activities or hold any office or school-related honor for one full year.

Any further instances of cheating will result in a recommendation for expulsion. Students will be afforded due process, and the parents will be notified in each case.

Choir

The Heidelberg High School Choir provides music for many school and community activities, both as a concert choir and as small ensembles.

Class Rank and Ranking in Classes

Seniors of the year of 2006 – 2007 and Later

For diploma-bound seniors, class rank will be determined by averaging the semester grades in all courses in which a Carnegie unit is attempted. Final rank will not be rounded. Rank in Class will be computed by using a cumulative weighted numeric grade point average (GPA) system. This average will be computed based on cumulative course grades earned through the end of the first semester of the senior year. Course credit will be weighted and computed according to the following descriptors: General Education/College Prep, Accelerated, Advanced Placement, and/or Dual Enrollment/Credit. After a course has been passed, no future grade earned in the same course is to be used in determining class rank.

In early spring of the senior year, the computer program, **SAM**, will be utilized to compute the cumulative weighted numeric grade point average (GPA). General Education and College Preparatory courses are assigned the same weight. **All courses will be counted once.**

CLASS RANK

Averages will be obtained by adding numerical grades using the following scale:

Advanced Placement/Dual Credit Courses = 1.10 x grade

Accelerated Courses (as recognized in this handbook) = 1.05 x grade

All other Courses = 1.0 x grade

Class Rank

- Will be utilized to determine class Valedictorian, Salutatorian, and Historian.
- Will be computed on a cumulative weighted numeric grade point average (GPA) system.
- Will be based on cumulative course credits earned through the end of the first semester of the senior year.
- Will be available by early spring of the senior year.
- May be utilized to determine the awarding of other academic achievements.

The Principal and the Counselor will verify official class rankings. Prior to the release of class rankings to students, parents, or the public, the Superintendent and the East Jasper School Board must approve such rankings.

Valedictorian, Salutatorian, and Historian Selection

Eligibility for **Valedictorian, Salutatorian, and Historian** shall be as follows:

- Only students who have taken courses and earned credit(s) under the College Preparatory curriculum (i.e., lab-based science courses, higher-level math courses, etc.) will be eligible to hold the honor of Valedictorian, Salutatorian, or Historian.
- The student must be enrolled at Heidelberg High School from grades 9 – 12.

The selection of Valedictorian, Salutatorian, and Historian shall be as follows:

- The Valedictorian shall be that student who holds the highest cumulative weighted numeric grade point average and ranks first in the graduating class. This average will be computed based on course credits earned from the eighth grade through the end of the first semester of the senior year (grades 8-12).

2. The Salutatorian shall be that student who holds the second highest cumulative weighted numeric grade point average and ranks second in the graduating class. This average will be computed based on course credits earned from the eighth grade through the end of the first semester of the senior year (grades 8-12).
3. The Historian shall be that student who holds the third highest cumulative weighted numeric grade point average and ranks third in the graduating class. This average will be computed based on course credits earned from the eighth grade through the end of the first semester of the senior year (Grades 8-12).

Event of a Tie

In the event that a tie occurs following the initial class ranking process, the cumulative weighted grade point average (GPA) of all eligible courses will be computed to at least the fifth decimal place. If a tie still remains, the honor of Valedictorian, Salutatorian, or Historian will be shared.

Course Exclusions

Courses taken in home school will not be considered as eligible courses for the Valedictorian, Salutatorian, and Historian selection process.

Contacting Parents

It is the parent's/guardian's responsibility to provide accurate and current telephone numbers that will permit school personnel to reach a responsible adult at all times. The school must be informed of any changes in telephone numbers and addresses. Parents/guardians are advised that if a responsible adult cannot be reached after good faith efforts by school personnel, Jasper County Social Services, the Heidelberg Police Department, and/or the Jasper County Sheriff's Office will be contacted.

Corporal Punishment (Paddling)

Corporal punishment (paddling) will be permitted within the East Jasper School District. Parents who do not wish to authorize corporal punishment must sign a WAIVER every school year that states that their child should not be paddled.

If a child is placed on the Do Not Paddle list, the parent/guardian may be required to pick up their child for serious discipline incidents.

Paddling may be administered by a certified administrator OR in the presence of a certified administrator for minor infractions. A maximum of three strikes to the buttocks may be administered. A disciplinary referral must be completed immediately and sent to the office for documentation.

At no time shall a student with an IEP or 504 be subjected to corporal punishment pursuant to House Bill 1182.

Correspondence Courses

A student in the East Jasper School District may earn a maximum of only one Carnegie unit of State-required courses through completion of a correspondence course. A student will be allowed to enroll in a correspondence course only after all other alternatives have been pursued. In order to receive credit, the following criteria must be met:

1. The Commission on School Accreditation must approve the correspondence course.
2. Correspondence courses must be taken for the full duration of the course. Half-units of full-credit courses will not be accepted.
3. A professional staff member of the East Jasper School District must administer the evaluation criteria. A student will have only one opportunity to take the final examination in a course.
4. The principal must approve the course.

A student must receive permission and order the correspondence course no later than two weeks after the beginning of the second semester. No correspondence course will be approved after this date. The deadline

for correspondence course completion (lessons and tests) will be April 1 to allow time for grading and acknowledgement of grades. If April 1 falls on a weekend, the first working day following April 1 will be the deadline. If the credit is necessary to meet graduation requirements, the principal or his/her designee must receive the final grade by the deadline for receipt of senior grades.

Course Selection/Carnegie Units

Heidelberg High School students, parents, and counselors regarding the academic program will follow the policies listed below:

1. Students will be permitted to receive through the regular day program a maximum of seven units of credit toward graduation within any one school year.
2. A maximum of one Carnegie unit may be earned during one summer session/extended school year.
3. It is the intent of the East Jasper School District that students will be assisted at the beginning of ninth grade in making choices that will best meet their needs, interests, and capabilities in college preparatory, career/technical, or military track programs. This will be accomplished through focused counseling, which includes the placement of students in programs that are most appropriate and also affords parents the opportunity to request schedule adjustments.

Curriculum Information

Regular Diploma Program

All students enrolled in a regular diploma program must meet the following requirements:

1. Graduation must be based on Carnegie units as stated in the policies and procedures of the East Jasper School District.
2. Carnegie units must be earned in a regular education program.
3. Students enrolled in band, choral music, physical education, or art may count only one credit in each of these areas toward meeting the number of state-required units for graduation. However, credit for these courses may be counted toward the additional units required by the district.
4. All 11th grade students interested in being considered as a National Merit semi-finalist must take the Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT), which is administered at local high schools in October for a nominal fee. (Additional information may be obtained from the high school Guidance/Counseling office.) All junior and senior students are encouraged to take the American College Test (ACT) and the Scholastic Assessment Test I (SAT I). A nominal fee is charged to take these tests and advanced registration is required. Juniors will take the ACT in their junior year as determined by MDE; this state administration is free of charge. Students may obtain additional information from the Guidance/Counseling office.
5. A student will be allowed to take a class only when he/she has completed all prerequisites.
6. Courses that receive one-half credit are semester courses. All other courses will be awarded one credit upon successful completion of both semesters.
7. In order to participate in graduation ceremonies, a student must attend the graduation practices as arranged by the principal and class sponsors.

Dress and Grooming Code General Rules

(The New William J. Berry Elementary School/Heidelberg Junior High/Heidelberg High)

Philosophy

Dress and grooming codes are based upon certain sound foundations, not just arbitrarily selected and dictatorially enforced for no relevant cause. Laws surrounding indecent exposure, conditions necessitating safety and personal well-being, health, and sanitation represent some of the basic fundamentals. Conditions conducive to learning must not be impaired because of individualized fads. In order for students to be able to cope with even larger restrictions and responsibilities in society, they must learn while still in school to observe basic regulations set forth for a group as a whole. Keeping this total concept in mind and realizing a need to satisfy peer group desires for current fashions, the board will make an effort, periodically, to restructure the dress and grooming code according to current conditions.

Dress and Grooming Code

1. Students must present a neat, clean (**good hygiene**), and well-groomed appearance.
2. Students will be required to wear clothing in the manner they are intended to be worn (e.g., no low-riding or sagging pants, no rubber bands around the pants legs, no jackets tied around the waist, etc.) and in such a manner that will not cause undue attention or disruption of instructional activities.
3. No combs, picks, brushes, or rollers/curlers in hair are allowed.
4. No kerchiefs, bandanas, head wraps, stocking caps, sweat headbands, doo-rags or other inappropriate headwear will be allowed on the school grounds at any time. No sunglasses may be worn in buildings or on buses. Outside wear may be granted with administrator/teacher approval.
5. No caps, hats, gloves, or scarves worn in the buildings or on buses.
6. Suspenders, if worn, must be worn in the manner intended for the garment (i.e., not hanging from outerwear.)
7. Appropriate footwear will be worn at all times. All footwear must be closed-in (toe and heel) AND fastened properly. Sandals, flip-flops shoes, house shoes/slippers, stilettos are not permitted. Platform shoes, sandals, flip-flops, stiletto heels, house shoes, slippers, and/or any other shoes deemed unsafe or inappropriate by the administration are not allowed. Also, no lights, skates or any embellishment deemed inappropriate by administration are not allowed.
8. Socks must be an appropriate solid color (navy blue, gray, black, white, brown/khaki) and worn in an appropriate manner with clothing. (e.g., not worn pulled up and/or over knees with shorts/skirts, not fluorescent, neon, or distracting/inappropriate colors or patterns).
9. Students will not be permitted to wear clothing that exposes the midriff.
10. Small brand logos are allowed; oversized logos and writing on the sleeves and other places not permitted; administrator discretion applies.
11. Excessive colors, lace, ruffles, trim/accent, or designs are not allowed (For example: plaid, neon, crowns, **names down the sleeves or other places such as “Michael Kors” or “Nike,”** etc.).
12. No trench-coat style or outerwear allowed.
13. No denim jackets/coats/outerwear allowed.
14. Clothing with inappropriate patches, emblems, or with profane, vulgar, or abusive images or language will not be worn. Clothing, accessories, or manner of grooming, which, by virtue of its color, arrangement, trademark, symbol, or any other attribute that, indicates or implies membership or affiliation with gang activities or gang association or unauthorized group activities/association will not be permitted. Clothing that includes logos or insignias for social clubs will not be allowed.
15. No visible key chains worn; no oversized, flashy, emblems, metal studs belt buckles allowed.
16. No jewelry or clothing with drug, alcohol, or violence-related, or any deemed inappropriate by administration

17. Earrings and any piercing accessories are to be worn in ears only (no nose rings nor belly rings nor tongue studs, etc.). No oversized earrings/accessories worn.
18. Such earrings/accessories cannot draw undue attention to students and/or distract from the learning environment. (Administrator discretion will prevail.)
19. Metal picks are not allowed at school.
20. Students whose dress, appearance, or lack of dress is disruptive will not be permitted to remain at school.
21. All students shall wear appropriate undergarments. Underwear must not be visible.
22. Only white T-shirts (i.e., solid, plain, no slogans) are allowed to be worn under the dress code top. T-shirts of another color worn underneath the white T-shirt will not be allowed.
23. Torn or cut-up pants or other clothing will not be allowed.
24. All clothing worn must be appropriate in fit and in length and must not distract from the learning environment. Dresses, jumpers, skirts, skorts, and/or shorts must be knee-length or longer.
25. Shorts may be worn in Grades **Kindergarten—4th ONLY**.
26. No shorts permitted at HJHS or HHS.
27. Shirrtails should always be long enough to be tucked in neatly.
28. A solid belt (navy blue, gray, black, white, or brown/khaki) shall be worn on clothing with belt loops.
29. Clothing bottoms (pants, skirts, skorts, and shorts, etc.) should be worn properly fitted around the waist. No denim, stretchy/tight fabric, spandex, leggings/jeggings, hip huggers, etc., permitted.
30. Tops/Shirts: All tops/shirts must be polo tops/shirts that are the appropriate color for the respective schools. All tops/shirts must have a collar that is the same color of the top/shirt.
31. Hair should be clean and neatly groomed and non-distracting.
32. Hair must be either a natural color or be naturally tinted or colored (no red, pink, blue, green, etc.) in a blended and balanced manner.
33. Hairstyles with initials, name(s), symbols, or other designs are not permitted.
34. Members of the Boys Scouts or Girls Scouts shall be exempt from wearing the mandatory school dress code wear on the day(s) they wear their Class a scouting uniform.
35. Based on administrator guidelines, members of the cheerleading or athletic team, dance or drill team, and band may be exempt from wearing the mandatory school dress code wear on the day(s) they wear their pre-game attire. Pre-game attire must conform to the district's dress code and must be approved by the school administrator prior to wearing to school.
36. A waiver to the dress code is available to students on the basis of religious reasons. The individual must present the school with a copy of the church doctrine, which explains the basis for such an exception and a letter from the minister, rabbi, or religious leader verifying the religious position.
37. New enrollees to the District will have ten days in which to comply with the dress code. Returning students must comply with dress code on the first day of school.
38. Students are required to wear dress code wear when participating in off-campus school activities unless determined otherwise by administration.
39. The administration at each school shall confer with the parent of each student who fails to comply with the dress code in an effort to ascertain the reason(s) for non-compliance.
40. **MHSAA DECENCY CLAUSE: MHSAA DECENCY CLAUSE:** Uniforms that are designed to expose the midriff should not be worn. If this type of uniform has already been purchased, a body suit must be worn so that the midriff is not exposed. This applies to all facets of **BAND, DRILL TEAMS, CHEERLEADERS, MASCOTS, and ATHLETES**.
41. Face masks are required for everyone on school campus. No red, orange, navy blue, obscene, or gang related masks will be allowed. Final decisions about mask appropriateness will be determined by administration.

The East Jasper School District Uniform Policy for the 2025-2026 school year, respective to each school is as follows:

Dress Code—School Sites

The New William J. Berry Elementary School

Tops: Burgundy **OR** Gray polo-style shirts

Bottoms: Navy **OR** Khaki slacks, knee-length or longer skirts/jumpers/dresses (See guidelines below.)

Bottoms: Shorts/skorts may be worn in Grades K-4th only and must be knee-length or longer.

Bottoms: NO SHORTS in GRADES 5th and 6th.

Heidelberg Junior High

Tops: Navy **OR** Light Blue polo-style shirts

Bottoms: Khaki **OR** Black slacks, knee-length or longer skirts/jumpers/dresses (See guidelines below.)

Bottoms: Shorts and skorts are not permitted at HJHS.

Heidelberg High

Tops: Gray, White, or Athletic Gold polo-style shirts

Bottoms: Navy **OR** Khaki slacks, knee-length or longer skirts/jumpers/dresses (See guidelines below.)

Bottoms: Shorts and skorts are not permitted at HHS.

Color Combinations: Gray tops with navy bottoms; Athletic Gold tops with khaki bottoms; White shirts with navy or khaki bottoms

Dress Code—All Campuses

Jackets/Coats/Sweaters/Vests

- ***Jackets/Coats*** may be in solid colors only—navy blue, gray, black, white, brown/khaki—and **button up or zipper only**.
- Jackets may or may not have a hood. The hood and sleeves of the jackets **MUST** be the same color as the jacket.
- Jackets may only be **button-up or zipper**. (Jackets must open completely in front, not partially.) No pullovers or sweatshirts are allowed.
- ***Sweaters/Cardigans*** may be in solid colors only—navy blue, black, gray, white, brown/khaki—and **button up or zipper only**.
- ***Vests*** may be in solid colors only—navy blue, gray, black, white, or brown/khaki. Excessive colors, lace, ruffles, trim/accent, or designs are not allowed. A school-appropriate oxford or polo shirt under vest is required.
- ***Athletic and/or band school-issued letterman jackets*** that bear the Heidelberg High School logo are permitted.
- Excessive colors, lace, ruffles, trim/accent, or designs are not allowed (For example: plaid, neon, crowns, names down the sleeves or other places such as “Michael Kors” or “Nike,” etc.).
- No trench-coat style or denim jackets/coats/outerwear allowed.
- No denim jackets/coats/outerwear allowed.
- While on campus, in the building, or on the bus, jackets/coats/sweaters/outerwear must be open (unzipped, unbuttoned, etc.) Jackets may be worn in the building at administrators’ discretion.
- Jackets/sweaters/coats/outerwear may not be worn/carried around the waist, neck, shoulders, etc.

NOTE: Students may be allowed to deviate from the dress code for special events or activities at the principals’ and superintendent’s discretion.

***NOTE:** During practice for and participation in extra-curricular activities such as band, dance line, cheerleading, and/or athletics, etc., proper attire must be worn. Tight, short, revealing, or otherwise inappropriate clothing will not be allowed. If students fail to comply, disciplinary action will be taken, including but not limited to removal from the performance and/or group/organization.*

Dress code violations will result in disciplinary action according to the discipline policy. (Administrative discretion will prevail regarding inappropriateness of clothing/accessories).

Dress Code for School Activity

Any student attending the East Jasper Schools who shall be required to wear or who shall choose to wear dress code wear or other type of dress because of his/her participation in a school activity, which dress is clearly and readily identifiable with the East Jasper School District, whether the dress code wear or other type dress is provided to the student by the school system or whether the student provides the dress code wear, shall be expected to conduct himself/herself while in such dress code wear, at all times, in a manner acceptable to the school system.

This behavior is required whether or not the student is under the direct supervision of the school and/or its personnel and whether or not the student is on school premises or at an official school function.

It is the intent of the administration to inform such student that his/her participation in activities may be denied, terminated, or restricted as a result of behavior determined to be unbecoming or unacceptable to the school administration and/or Board of Education while the student is wearing dress code wear identifiable with the East Jasper School District.

Driver Licenses

In accordance with Section 63-1-10, Mississippi Code of 1972, as amended, any applicant for a driver license who is younger than eighteen years of age must submit with his or her license application documentation that the applicant is a full-time student in the East Jasper Schools. This documentation must be retrieved from the appropriate school authority. These documentation forms can be obtained in the principal's or counselor's office. The student should complete the top of the form by providing the following information:

1. Name
2. Address
3. Date of Birth
4. Age
5. Social Security Number
6. Name of school being attended.

This information must be printed in ink. The form then will be verified for school attendance, signed by the principal or his/her designee, and notarized.

Dual Credit/Dual Enrollment

A **Dual Credit Student** is a student who is enrolled in a community college or junior college or state institution of higher learning while enrolled in high school and who is receiving both high school credit and college credit for postsecondary coursework. Upon completion of each Dual Credit course, the student will receive the appropriate number of college credits and will receive credit that will also be applied to meet high school graduation requirements as verified by the high school principal. The purpose of the Dual Credit Program is to (1) broaden the scope of high school curricular options, (2) increase the depth of high school study, and (3) shorten the length of time required to earn a college degree.

A **Dual Enrolled Student** is a student who is enrolled in a community college or junior college or state institution of higher learning while enrolled in high school. Upon completion of each Dual Enrollment course, the student will receive the appropriate number of college credits. The student will not receive high school credits.

Students who wish to participate in the Dual Credit/Dual Enrollment Programs may obtain additional information from the high school Guidance/Counseling office.

Eligible students must meet the following eligibility criteria:

Community and Junior College Programs

- Students must have completed a minimum of 15 core high school units, unless the college specifies otherwise.
- Students must have a 3.0 grade point average (GPA) on a 4.0 scale, or better, on all high school courses, as documented by an official high school transcript, unless the college specifies otherwise.
- Students must have an unconditional, written letter of recommendation from their high school principal and/or guidance counselor.
- Students who have not completed the minimum of 14 core high school units may be considered for the dual credit program if they have a minimum ACT score of 30 or the equivalent SAT score and have the required grade point average (GPA) and the recommendation(s) listed above.

Institutions of Higher Learning

- Students must have completed a minimum of 14 core high school units.
- Students must have a 3.0 grade point average (GPA) on a 4.0 scale, or better, on all high school courses, as documented by an official high school transcript, unless the college specifies otherwise.
- Students must have an unconditional, written letter of recommendation from their high school principal and/or guidance counselor.
- Students who have not completed the minimum of 14 core high school units **may** be considered for the dual credit program if they have a minimum ACT score of 30 or the equivalent SAT score and have the required grade point average (GPA) and the recommendation(s) listed above.

Textbook purchases from the community college or university are the responsibility of the students and their parents. Students and parents also must provide their own transportation to and from the community college or university that the students choose to attend. Some schools may require certain ACT scores in order to enroll in particular courses.

Early Release for Seniors

Early release for seniors is a privilege—not a right. Further, such release is governed by policies of the Mississippi Department of Education (MDE). If MDE approves of districts allowing early release for seniors for the 2018-2019 academic term, EJSB requirements for eligibility for Early Release will include the following:

- Classification as a Senior (as determined by the required Carnegie units for applicable graduation year);
- Attendance in class periods 1st through 4th;
- Early Release must not prevent students from acquiring the necessary Carnegie units required for graduation;
- Parental/guardian permission must release the school district from any liability.

With written permission from the parent/guardian, a senior may leave school at the end of his/her instructional day.

To be considered as having attended school for a full day, a student must be present 63% of his/her instructional day as determined by the Mississippi Department of Education and the school board.

A Heidelberg High School senior's instructional day will be defined by his/her schedule but must include instructional classes for at least four (4) consecutive instructional periods.

- Participants in the early release program will be eligible for all extra-curricular activities.
- Early release seniors are required to leave campus at their time of dismissal.
- Any student who is granted early release and is involved in after-school/extra-curricular activities must leave campus per the designated early release schedule.
- The authority to deny a student request for early release and or revoke early release privileges is at the principal's discretion (i.e., student progress, graduation requirements, violation of student discipline policy, etc.).
- The Parent/Guardian Permission Form must be signed by the parent/guardian **in person at the school**. All conditions listed on the permission form must be met.

Beginning with the class of 2022, the following criteria must be met before early release is allowed:

- Students must have met College or Career Readiness Benchmarks
 - ACT sub scores 17 English and 19 Math or
 - Earned a Silver level on ACT WorkKeys or
 - SAT equivalency sub score
- Alternately a student must meet ALL of the following:
 - Have a 2.5 GPA
 - Passed or met all MAAP assessments requirements for graduation
 - On track to meet diploma requirements
 - Concurrently enrolled in Essentials for College Math or Essentials for College Literacy

Eligibility for Competitive Activities

Eligibility for competitive activities and athletics is determined according to the rules of the Mississippi High School Activities Association. Students must meet all requirements established by the MHSAA. Among the requirements are the following:

“SECTION B. General Eligibility Rules”

1. To be eligible to participate in interschool activities, a contestant must:
 - a. Be a bona fide student, having enrolled not later than the 15th day of any semester of participation, carry five major subjects and deport himself/herself satisfactorily.
 - b. Any pupil who becomes 19 years of age prior to August 1 shall be ineligible for interschool competition. *A FINE OF \$1,000 WILL BE ASSESSED TO ANY SCHOOL THAT PLAYS A STUDENT WHO HAS BECOME 19 YEARS OLD PRIOR TO AUGUST 1 OF THE CURRENT SCHOOL YEAR.*
 - c. Not be a graduate of a four-year high school.
 - d. Not have enrolled in a college or junior college or participated in athletics above the high school level, and no eligible high school student shall be permitted to participate on a college level in any activity that is sponsored by the Mississippi High School Activities Association, Incorporated. However, a student who has successfully completed his or her junior year and is academically talented may take college courses as allowed by the Mississippi Department of Education, none of which would render the student more proficient in any sponsored activity of the MHSAA. The only restriction to be observed by pupils who participate in summer college academic programs is that

they must not take any course that would ordinarily render them more proficient in a sponsored high school activity during their senior year. An illustration of this restriction is that a pupil should not take a summer college course in debating or in public speaking if he plans to participate in these activities during his senior year in high school.

e. Upon the completion of grade eight, choose the high school he/she wishes to attend in a city or district where there are two or more high schools or schools of secondary grade. When a student has chosen a high school and enrolled in and attended that school for one day or longer, the school of his choice shall become his home school. In a junior high school situation, the choice of grade nine in a given junior high school means the choice of the senior high school, which is designated by the appropriate School Board as the senior high school for the graduates of that particular junior high school. Any pupil who enters grade nine in a member public junior high school or grade 10 or above in a member public high school and then transfers to a member private or parochial high school shall be ineligible for a period of one year. The same is true where a pupil enters grade nine in a member parochial or private junior high school or grade 10 or above in a member parochial or private high school and then transfers to a member public high school. Upon transfer from the first member high school chosen to the second member school, he will be ineligible for competition in either athletic and literary contests or meets until he has been in the second school for one year from the date he enrolls in the second school.

2. COUNTY SCHOOL UNITS: How General Eligibility Rule 1(e) applies: Since many of the counties of the state are legally constituted as County Units or County-wide School District and since some counties do not have specific districts with definite boundaries, but use school attendance centers as the plan of organization, the Mississippi High School Activities Association, Inc. will consider attendance areas as school districts for the purpose of determining residence eligibility.

a. When a pupil has enrolled in any county high school attendance center, by choice or otherwise, that school becomes the home school for the pupil. After enrolling in a county high school, a pupil cannot then enroll in a second county high school and be considered eligible until he has spent one year in the second school or the family has established a bona fide residence in the second school attendance area. In a countywide school district, a pupil cannot change schools and be eligible in the second school the first year unless the family moves. A change in school bus routes will not affect this regulation.

b. LINE SCHOOLS: In line school situations where the school attendance area includes parts of two or more counties, pupils shall be eligible in that school regardless of which county the family lives in.

c. TWO-COUNTY FREE PUPIL EXCHANGE SITUATIONS: This section has reference to this type of situation:

Counties A and B, by agreement or without agreement, permit a school bus to come out of County A into County B and transport pupils who live in County B to a school in County A and vice versa. In such situations the pupils shall be eligible in the county where they live, and they may establish their eligibility in the neighboring county under the provisions of General Eligibility Rule K, 1.

3. TRANSFER OF PUPILS FROM NON-MEMBER MISSISSIPPI PRIVATE SCHOOLS: Pupils of member schools who attended non-member Mississippi private schools during the preceding school session may return to their home school without loss of residence eligibility.

4. PUPIL GROUP ASSIGNMENT OR TRANSFER TO OUT-OF COUNTY OR OUT-OF-DISTRICT SCHOOLS: This has reference to a situation where County A has an agreement with County B by which all pupils in a given area or section of County A are transferred to a school in County B with transportation furnished and tuition paid by County A. In such a situation the pupils in the group transfer shall be considered eligible in County B.

NOTE: *Individual transfers do not carry eligibility.*

- A. In the case of a transfer student, the school shall secure a transcript of the high school work completed by the student and a transfer form signed by the principal of the school from whence he comes. The transfer form for out-of-state transfers shall give the date the student entered the ninth grade and whether he passed his work during the preceding year.
- B. If any school should refuse or delay unnecessarily in sending the transcript or the transfer form, when requested by the receiving school to do so, the Executive Director may, upon the presentation of satisfactory proof, authorize the school to use the student in athletic contests prior to the receipt of the transcript and the transfer form.
- C. A transfer student is one whose parents or guardian has moved from one school district to another and established a bona fide residence therein for some other purpose than conferring athletic or interscholastic eligibility on the student. Any transfer student must be in good standing from the school he/she is leaving from in order to receive eligibility at his/her new school.
- a. This includes MHSAA member schools, as well as non-member schools and students transferring from out of state. Any student who transfers during a sport season, even after making a bona fide move, must be approved for participation in the same sport season.
- D. Foreign Student Eligibility - a bona fide foreign exchange student may be immediately eligible the first year in residence in the school district in which the host family is a bona fide resident and be limited to one year of eligibility provided the student is a participant in an established foreign exchange program accepted for listing by the Council of Standards for International Education Travel (CSIET), and there is no evidence of athletic recruitment resulting in the student's attendance at the school either by the school or any other outside entities. The foreign exchange student shall meet all other eligibility requirements of the MHSAA Handbook. Any student that has established eligibility at a Mississippi school and participates in a Foreign Exchange Program sponsored by a CSIET approved program will be eligible for participation immediately upon his/her return to the same Mississippi School. The student shall meet all other requirements for eligibility as listed in the MHSAA Handbook.
- E. Eligibility Reporting – The report submitted to the State Office becomes a permanent record. Care should be utilized to have the eligibility complete and correct as an error on the original filing can cause difficulty one to three years later. The school should report each student only once during a school year. Eligibility is by years and not by sports. At the beginning of each school year, student eligibility should be updated 15 days prior to the first game or contest. Schools, which are late in filing eligibility, will be fined \$50.00. Players participating in athletics or activities may be added to or changed after the beginning of the season, provided a pupil is not allowed to participate in a game or contest until properly reported.
- F. The list of players participating in athletics or activities may be added to or changed after the beginning of the season, provided a pupil is not allowed to participate in a game or contest until properly reported. Each school shall keep a file copy of the eligibility sheets.

- G. Not participate in interschool contests for more than four consecutive years after the date of entering into the ninth grade regardless of when he began to participate. Entering into the ninth grade is construed to mean that a student has completed most or all of the eighth grades and is carrying at least three ninth grade subjects.
- H. If a family established a bona fide residence in a school area for the purpose of making a pupil eligible for athletics, the family must establish a bona fide residence at least 60 days prior to the opening of school.
- I. A pupil must attend school in the school district in which his parents are actual bona fide residents. A parent can have no more than one bona fide residence at any given time. A bona fide residence is one where the family actually lives. This means the specific dwelling in which the family cooks, eats, and sleeps on a regular basis and claims as its sole or primary place of residence. This rule does not prevent a parent from commuting to work and it does not prevent a father from traveling out of state where his work requires him to do so, provided he returns to the home periodically and considers the home as his legal, permanent residence. The family mail must also be received where the family lives. Marriage, legal guardianship, nor changes of schools for subject matter purpose affect this rule.

Exceptions to Rule I may be made by the Executive Director in the following cases:

1. Where a student has spent one school year in a school other than his home school (bona fide residence of parents) without participating in inter-school activities and must have been released by the home school. Eligibility under this exception can be established only during the year immediately preceding participation. This includes students from broken homes, orphans, or students who do not live with their parents for any reason. If a pupil establishes his eligibility under this exception and later enrolls in his home school, he forfeits his eligibility elsewhere. Students who live in established church or other state recognized orphanages shall be eligible immediately when moved by orphanage officials to another school district.
2. Where a student is in his fourth year of high school and the family moves following the opening of school, after the family has lived in the school district for one year (12 months) or longer immediately preceding the move, the student may be considered eligible in the school district from which the family moved for the balance of the school session. A ninth, tenth, or eleventh grade student, under the same conditions, may be considered eligible for the balance of the semester in which the family moved.
3. Where a student has spent three consecutive years in a school and completed the tenth grade and the family moves, the student may be considered eligible in the school district the family moved from if the student lives with the parent or the person who has legal custody prior to the move. If a pupil establishes his eligibility under this exception and later enrolls in (his home school) he forfeits his eligibility elsewhere.
4. A pupil whose parents reside outside the United States or who resides in an area of any state where there is no accredited high school will be considered eligible where his temporary guardian lives. However, the pupil cannot transfer from this school unless the temporary guardian changes residence. A pupil who transfers from one temporary guardian to another will be ineligible for one year. Temporary guardianship papers issued by a probate judge are not valid for eligibility.
5. Where the parents of a pupil are legally separated or divorced by court order which also grants physical custody of the pupil to one of the parents, the pupil shall be eligible where that parent lives.

If the pupil should thereafter transfer from the parent thus granted physical custody by the court to the other parent living in a different school area, regardless of whether or not such transfer is the result of a court order changing custody to the other parent, the pupil must remain out of competition for one year before becoming eligible.

6. Where the parents of a pupil are legally separated or divorced by court order which also grants them joint physical custody, the pupil shall be eligible in the school area in which the parent who has been awarded his physical custody for at least a majority of the school year lives, or if no such period of physical custody is awarded to either parent, then he/she is eligible in the school area where the parent with whom the pupil first elects to live after the entry of such court order. If without court order the pupil should thereafter transfer from that parent to the other parent who lives in a different school area, the pupil must remain out of competition for one year before becoming eligible; however, the granting of any type of legal custody or change of legal custody shall not be effective under the Residence and School Transfer Rule until a period of 45 calendar days from the date of awarding of custody has been proved by a judge.
7. If the parents have separated through no legal proceeding and physical custody has not been granted by a court to either parent, the pupil may choose the parent with whom he wishes to live, and he may be considered eligible where that parent lives. If a pupil under the above conditions transfers from one parent to the other and the parents live in different school areas, the pupil must remain out of competition for one year before becoming eligible.
8. If the parents are living and the pupil transfers from living with them to a guardian living in another school area, the pupil must remain out of competition for one year before becoming eligible.
9. If both parents are deceased, the pupil will be considered eligible in the school area where the guardian or adoptive parent or parents with whom he first lives after the death of both of his parents. In the event there is a subsequent guardianship or adoption and the new guardian or adoptive parent or parents' lives in a different school area, the pupil must remain out of competition for one year before becoming eligible.
10. Those children whose parent(s) or legal guardian(s) are instructional personnel or certified employees of a school district may at such employee's discretion enroll or attend the school or schools of their parent's or legal guardian's employment regardless of the residence of the child. If a child transfers back to his home school, he must lay out a year unless his parents or legal guardian are no longer employed by the school system the child attended. Exception: Eligibility in any sport will not be granted to a student at another school once he/she has started the season in any sport at the student's home school until the parents have made a bona fide move or the season at the home school has been completed. The start of the season is considered to be when practice for that sport or activity starts.

In school districts where there are no accredited high schools the following exceptions may be made: Students should be eligible in schools to which transportation is furnished and tuition paid by the county.

1. If this is not done, students should be eligible in schools most convenient from the standpoint of distance if allowed by the local districts.
2. When such students have participated in interschool activities at a school, they are tied to that school the same as if it were their own school.
3. An exception to General Eligibility Rule 1(k) may be made by the Executive Director on behalf of a private boarding school pupil under the following conditions:

- a. The student must be a bona fide boarding pupil and the pupil must live outside the County Unit, the Separate School District, or the Consolidated School District where the school is located.
- b. Approval must be given by the Head of the last school attended by the pupil.
- c. The Executive Director must approve.
- d. The Head of the private school and its head coach must furnish a sworn statement that no inducement of any kind was offered in order to get the pupil to attend the private school, and that insofar as they know or believe; the pupil's primary purpose in attending the school is for some purpose other than participating in athletics.
- e. Boarding school students coming into the United States must sit out one year before becoming eligible to participate. International students coming to the United States primarily for academic purposes would not be affected by the rule. (International students entering after the ninth grade will be allowed to play junior varsity the first year and thereafter varsity unless that student is a senior – then the Foreign Exchange rule would apply; whereby, the student is eligible for one year only.)

NOTE: The MHSAA office will always need to look at each individual case if there is a question of recruiting for athletic purposes, as it does in all of its member schools.

If school district boundary lines change pursuant to the applicable laws of the State of Mississippi and annex territory from School District A into School District B, students who are currently enrolled in grades nine – twelve on the effective date of said annexation, and whose parents are bona fide residents of the area within the boundaries of the area annexed in School District B, shall be permitted to choose from either School District A or School District B, the high school he/she wishes to attend. When a student has chosen a high school and enrolled in and attended that school for one (1) day or longer, the school of his choice shall become his home school. If said student then changes his home school, eligibility must be established according to Special Eligibility Rule k. 1. A student who is ineligible for any reason, in another state, shall be ineligible in Mississippi, unless the family has actually moved into Mississippi and has established a bona fide residence in the state.

Academic rules for students participating in activities:

To be eligible for athletics and activities, beginning with the freshman class of 2005 – 2006, students must pass five credits toward graduation with one year of six credits. The 5 units, with a grade of 70 or better, will be averaged as a whole and the overall average must be 75 or higher in order to maintain eligibility. Those students whose school districts are on a 10-point grading system or modified 10-point grading system will need to have a 2.0 average or better in order to remain eligible. This will be done on a yearly basis.

A student athlete may become eligible for the second semester only once during his/her high school career if he/she fails the last semester of the previous year, by passing 5 units with a 75 average the first semester of the current year or 2.0 if on a 10-point grading system or modified 10-point grading system. This will be done in order to keep the student on track for graduation.

Students on the block schedule participating in athletics and activities will have to have an overall 75 or higher average by passing 5 units of credit toward graduation the previous year or 3 units with an overall 75 average the first semester to be eligible the second semester. Those students whose school districts are on a 10-point grading system or modified 10-point grading system will need to have a 2.0 average or better in order to remain eligible.

NOTE: Beginning school year 2008-2009 and thereafter, all entering ninth graders will be required to have a minimum of 24 Carnegie units or pass 6 units of credit during the school year with a 75 average or better in

order to maintain eligibility. Those students who opt out of the Mississippi school's curriculum and need 21 credits to graduate, will be required to pass five credits toward graduation to be eligible. However, they must pass six credits one of those four years of eligibility. Those students whose school districts are on a 10-point grading system or modified 10-point grading system will need to have a 2.0 average or better in order to remain eligible.

Exceptional education students will be academically eligible if they are making satisfactory progress according to the committees reviewing their Individual Education Plans (IEP).

Out of School One or More Semesters: If a pupil who is eligible for a given semester drops out of school for one or more semesters, he/she is then ineligible until he/she passes five subjects with an overall average of 75 during a semester or 2.0 if the school district is on a 10-point grading system or modified 10-point grading system. A pupil who is eligible for a given semester cannot drop out of school during the semester or remain out of school for one or more semesters and then be eligible for the next semester he attends.

SEVENTH, EIGHTH, AND NINTH GRADE PARTICIPATION: Pupils in the seventh grade, eighth grade, and ninth grade participating in high school extra-curricular activities must pass their grade level by achieving at least a grade with an average of 75 in three of the four core courses of Math, Science, English and Social Studies the previous year in order to be eligible to participate during the present year. If a student meets promotional requirements at the end of the school year but is retained in the same grade, the student is ineligible for one (1) year. If the student participates after being declared ineligible, the school will be placed on athletic probation by the MHSAA. Also, the school could lose accreditation by the State Department of Education.

SUMMER SCHOOL CREDITS: An accredited summer school shall be considered as an extension of the second semester of the school session, and credits earned in such a school may be considered in determining the scholastic eligibility of students. The completion of a full unit, major subject, during a summer school shall be classed as passing one major subject for one unit of credit and not as passing two major subjects for one half unit each. Accredited correspondence courses may be accepted for establishing athletic eligibility provided the course has been completed and recorded by the opening of school.

Exceptions to Rule (1) may be made by the Executive Director in the following:

1. Students that have been tested, screened, and placed in a TMR or EMR Exceptional Education program.
2. Students that have been tested, screened, and placed in accordance with their IEP in an Exceptional Education Program approved by the State Department of Education will be ruled eligible with the following requirements:
 - a. Make satisfactory progress in their course work.
 - b. Maintain attendance according to district policy.
 - c. Be assigned a date of entering the ninth grade corresponding to other students of that age.
 - d. Be subject to all other rules and regulations of the MHSAA.
3. A curfew hour of 12:00 midnight is hereby set for all students who remain overnight in Jackson and participate in interscholastic activities.
4. Undue Hardship Cases.

AUTHORITY: The Executive Committee shall have authority to set aside the effect of any eligibility rule except the age limit upon an individual student when in its opinion the rule works an undue hardship upon that student.

- A. Serious injury or prolonged illness supported by a doctor's records, or other conditions which are beyond the control of the student and his/her parent/guardian, that cause the student to miss

school for a prolonged period of time may be considered valid reasons for requesting an undue hardship case.

- B. It is understood that ordinary cases of ineligibility shall not be considered as coming under the hardship category. Inability to participate due to illness, injury, or other medical causes shall not be considered a hardship. The fact that a Student fails to pass the required number of courses, withdraws from school, is retained, or repeats his/her schoolwork is not sufficient grounds for a favorable decision on an undue hardship case.
- C. The appropriate time for hardship application is when the hardship is discovered, not after the student has completed four consecutive years.

PROCEDURE: The Executive Committee shall meet several times a year to consider requests to have the rules set aside for the benefit of individual students and shall consider such requests at the two meetings held for that purpose.

- A. The Executive Director shall rule on cases of eligibility prior to submitting the undue hardship case to the Executive Committee.
- B. Each application must be made in writing by the school principal, with the approval of the superintendent at least 30 days prior to the meeting and should contain all of the facts pertaining to the case, including sufficient data to make it possible to reach a decision without further investigation. Copies of all correspondence and documents pertinent to the case must be sent to the President, each Executive Committee member and four copies to the MHSAA state office, including a photo static copy of the student's cumulative folder which shows all scholastic and attendance data since entry in the ninth grade. In cases involving medical questions, the request for exception must be accompanied by the statement(s) of one or more qualified medical expert(s) explaining the medical aspect of the cases.
- C. A personal appearance of the principal and/or superintendent before the Executive Committee may be requested.
- D. A check must be submitted to the school in the amount of \$100.00 (non-refundable) for each case requested must accompany that request.
- E. Each school will be given 15 minutes to present any verbal information concerning their case. The principal will designate who will speak and how many, but cannot exceed the time limit.
- F. The decision of the Executive Committee to set aside the effects of the rule in each individual case shall be by majority vote.
- G. The Executive Director shall notify the school in writing of the decision.

Section C. General Eligibility Rules, Junior High/Middle Schools

- 1. To be eligible to participate in interschool Junior High/Middle activities, a contestant must:
 - A. Be a bona fide student having enrolled not later than the fifteenth day of any semester of participation, carry four basic courses and deport himself satisfactorily.
 - B. A pupil must attend school in the school district of which his parents are actual bona fide residents.
 - C. Must pass their grade level by achieving at least an average of 75 or 2.0, if the school district is on a 10-point grading system or modified 10-point grading system, in four basic courses with a grade of 70 or better in each course the previous year, in order to be eligible to participate during the present year beginning with the 7th grade.
 - D. To be eligible for participation as a seventh grader a student must be promoted from sixth to seventh grade and for participation as an eighth grader a student must be promoted from seventh to eighth grade.
 - E. A pupil who is not eligible at the beginning of the school year may become eligible the second semester only once during the student's junior high school career by passing four basic courses

with an overall average of 75 or 2.0 if school system is on a 10-point grading system or modified 10-point grading system.

- F. The instructional program of the district is based on an instructional management plan/system, which defines core objectives, standards of mastery, and criteria for the academic promotion/progression of students from one grade level to the next. The criteria prohibit the retention of students for extracurricular purposes.
- G. Have on file with the Executive Director at least 15 days prior to the first game or contest the eligibility list giving all information on the form required by the Director.
- H. Age:
 - 1. Seventh grader must not have reached 14 years of age prior to August 1.
 - 2. Eighth grader must not have reached 15 years of age prior to August 1.
 - 3. Ninth grader must not have reached 16 years of age prior to August 1.
- I. **Birth Certificates Required.** Seventh, eighth, and ninth graders shall not be eligible to participate until a certified copy of the student's birth certificate, issued by the Bureau of Vital Statistics in the state in which he was born, has been presented to the Principal or his designee of the school. Date of birth and birth certificate number shall be listed on eligibility list (form 1) along with other information the first time a pupil's name is submitted to the state office.
- J. Students must have been examined by a physician and have been declared physically fit. Nurse practitioners may give physicals to athletes provided they are doing so in compliance with state law and are operating under proper approved protocols. A physician or nurse practitioner must sign the certificate.
- K. A player shall not play in more than four quarters per week in football.
- L. Players cannot be transferred back to junior high/middle school team once he/she plays on the high school varsity or "B" team.

** Basic courses - Any subject that meets the equivalent of at least 250 minutes per week or meets the State Department requirement.*

Emergency Action by School Staff

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

Emergency Operations

Schools are sometimes faced with emergencies that require the total cooperation of staff members and students. The East Jasper School District has made detailed plans for operating the school under such emergency conditions as fire, tornado, flood, severe weather, explosions, and other disasters.

Fire drills and other disaster preparation measures are a regular part of each school program. Students are expected to learn the procedures to be followed under emergency conditions and to cooperate fully with the supervising teacher.

The classroom teacher and supervising staff will outline detailed instructions for emergency operations to all students.

Every Student Succeeds Act (ESSA)

Regarding schools served with Title I, Part A funds, **Every Student Succeeds Act 2015** requires the following notifications:

- Adoption of statewide standards in core academic subjects aligned with entrance requirements for college and universities and relevant career and technical education standards.
- Assessment of all students in the same grades and subjects as required under NCLB.
- Reporting on specific metrics, including student and subgroup (race, English, learners, economic status, etc.) results, at the school and district level to address student equity gaps.
- A singular rating system for all schools, including identification and improvement plans for schools in need of support and advancement.
- Authorization of federal education funding and competitive grant opportunities.

Extra-curricular Activities and Co-Curricular Activities

The selection and participation in both Extra-curricular and Co-curricular are privileges, not rights, afforded to individual students. It is the administration’s intent to apply stringent rules upon those who may be eligible to participate in such activities, as well as to apply those rules during the period of continued participation of such students. Those who are selected are representatives of the entire student body and are expected to conduct themselves at all times in a manner that reflects favorably upon the East Jasper School District.

Extra-curricular Activities include, but are not limited to, the following:

- Athletics
- Cheerleading
- Band/Dance Line/Flag Line
- Choir

Co-curricular Activities include, but are not limited to, the following:

- Student Council
- Student Body Officers
- Beta Club
- Subject Clubs (History Club, Math Club, etc.)
- Student Government Association

Students who are enrolled in the East Jasper School District may try out for and/or participate in extra-curricular and/or co-curricular activities, providing that all eligibility criteria have been met.

Code of Conduct for Extra-curricular and Co-Curricular Activities

Students who have recurring disciplinary issues and/or who display insubordination or disrespectful behavior towards instructors/sponsors/chaperones/other adults/peers, poor sportsmanship, and or any other inappropriate behavior will be subject to disciplinary action.

Such action may include, but is not limited to, loss of privilege to participate (for an event/game or for remainder of the term and/or school year), probation, suspension from school, and/or dismissal from the activity.

MHSAA DECENCY CLAUSE: The MHSAA prohibits lewd or suggestive movements of the pelvic area, including choreographed dances, as well as impromptu celebrations. Uniforms that are designed to expose the midriff should not be worn. If this type of uniform has already been purchased, a body suit must be worn so that the midriff is not exposed. This applies to all facets of BAND, DRILL TEAMS, CHEERLEADERS, MASCOTS, and ATHLETES.

Expenses

Certain expenses for participation in extra-curricular and co-curricular activities are not the responsibility of the District. Such expenses may include, but are not limited to, the following:

Money to Purchase Food for Field Trips, Athletic, Band games/trips/competitions

Purchase of Certain Required Uniform Gear or Attire (e.g., dance line/majorette stockings, headbands, socks, etc.)

Dry Cleaning Expenses for Uniforms

Note: Certain extracurricular activities are governed by the rules and regulations of the Mississippi High School Activities Association (MHSAA).

Notes:

- Students will not be allowed to participate during a suspension or if they are enrolled in the Alternative School.
- Uniforms purchased by the district for athletics/band/dance/flag and/or other extracurricular or co-curricular activities are considered the property of the East Jasper School District. Such uniforms must be returned to the district **and** in good condition or the cost of the items will be assessed to the parents/guardians.

Family Educational Rights and Privacy Act of 1974 (FERPA)

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

1. Parents or eligible students may request, in writing to the principal, an appointment to inspect and review contents of the student's educational records.
2. Parents or eligible students may request, in writing to the principal that a school correct records believed to be inaccurate or misleading. If the school refuses to change the records, the parents or eligible students may request, in writing to the principal, a formal hearing. After the hearing, if the school still refuses the correction, the parents or eligible students have the right to put a note in the record explaining his or her concerns.
3. Parents or eligible students may review the student record upon request. Copies of a student's permanent record may be obtained for a fee of \$2.00. All other materials in the student's cumulative folder may be copied for .50¢ per page.
4. Educational records may not be released to a third party without the written consent of the parents or eligible students. The following exceptions are legal 34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

School officials are defined as administrators, certified instructional staff, guidance counselors, and/or school data personnel. Legitimate educational interest is defined as inquiries regarding academic achievement, maintenance of accurate educational records or other relevant factors regarding the education of said student.

5. The parent or eligible student shall provide a signed and dated written consent before an educational agency or institution discloses personally identifiable information from the student's education records (except as provided in Sec. 99.31). The written consent must:
 - a. Specify the records that may be disclosed;
 - b. State the purpose of the disclosure; and
 - c. Identify the party or class of parties to whom the disclosure may be made.
6. A record of individuals requesting access to the educational record of each student will be maintained in each school building. The record will contain the signature, the date, and the reasons for needing access and will be available for parents' review upon request.
7. Student records are available at the following locations:

<u>Type of Records</u>	<u>Locations</u>	<u>Custodians</u>
Cumulative School Records	WJB, HJHS and HHS	Counselor or Principal
Psychological Records	District SPED Office	Special Services Coordinator
8. Parents or eligible students may request, in writing, within 30 days of the first official school day of the year requesting that identifiable information regarding the student be deleted from school publications.
9. The school will release directory information concerning students unless requested in writing not to do so. Requests from colleges, military organizations, prospective employers, and other legitimate groups may be honored.

Fees, Workbooks, Labs, and Other Materials

1. There are situations in which students will need a prescribed set of materials to participate in certain classes or activities. Teachers, grade chairpersons, and/or department heads may prepare a list of these materials and designated costs to send to parents.
2. All fees and bills are to be paid promptly.

Field Trips

As part of the educational service of the school, students may be taken on field trips. Such trips are made only with the permission of the parent. When such trips are being planned, permission slips will be sent home to be signed by parents. All field trips must be approved by the district administration and must be supervised by a regular classroom teacher. Teachers serving as supervisors shall submit all forms (field trip requests, school business leave requests, and requisitions) at the same time. All requests must be approved at least two weeks prior to the field trip. No field trips will be approved for the weeks of nine weeks tests, state tests, or the last two weeks of school. Students suspended from school during a nine-week term will not be allowed to go on field trips for that particular nine weeks.

Fundraising

An organization must receive prior approval from the principal and the superintendent before beginning any fundraising project. No student representing groups outside of school will be permitted to conduct fundraising activities in the school. Students possessing candy or other items at school for sale to other students, other than for school-sponsored and approved activities, will be subject to disciplinary action.

Fundraising will be kept to a minimum at the school. Fundraising activities of pupils and teachers shall be restricted and limited to activities that recognize educational value.

Gifted Education (SEARCH) Program

The East Jasper School District (EJSD) provides a program of enrichment for the intellectually gifted students in grades two through eight. The program is operated in accordance with the Mississippi Department of Education Gifted Education Regulations along with EJSD policies and procedures. The program is designed to meet the individual needs of intellectually gifted students and is an addition to/and different from the regular program of instruction provided by the district. The program is called “SEARCH.” Students at each school (The New William J. Berry Elementary School and Heidelberg Junior High School) spend 300 minutes per week in the “pull-out” gifted program.

All first grade students will be screened in the spring of each school term to determine eligibility for the following school year. Students in grades 2-8 may be referred for the intellectually gifted education program by contacting their school administrator or teacher.

After the initial screening in 1st grade, students may only be referred for the intellectually gifted program a total of two additional times in grades 2-8. In order to ensure the validity of assessments, there must be a minimum of one calendar year between each assessment.

East Jasper School District Gifted Education (SEARCH) Referral Process

STAGE 1: REFERRAL

There are two types of gifted referral processes:

- Type One: Mass Screening Referral Process addresses those students who are mass screened for gifted eligibility.
- Type Two: Individual Referral Process addresses those students who are individually referred for gifted eligibility.

Type One – Mass Screening Referral Process

This process requires all Mississippi districts to screen all students in at least one grade level each year. Districts should use a normed group measure of intelligence in the Mass Screening Referral Process. This process should assist in identifying students in underrepresented populations. Students who obtain a full-scale score at or above the 90th percentile on the normed group measure of intelligence shall move forward in the referral process. Students who scored at or above the 85th percentile but lower than the 90th percentile on the normed group measure of intelligence shall be subjected to an Emerging Potential for Gifted Referral Checklist. If these students meet the criteria on the checklist, they shall move forward in the referral process.

The next step in the process will consist of the collection of substantiated student data obtained through the use of other objective and subjective measures. *District personnel shall make decisions as to which measures will be used during this step of the Mass Screening Referral Process.*

A student **shall satisfy two** of the following additional criteria before moving forward to the LSC Review of

Referral Data Stage:

1. a score at or above the superior range on a normed published characteristics of giftedness checklist,
2. a score at or above the superior range on a normed published measure of creativity,
3. a score at or above the superior range on a normed published measure of leadership,
4. a score at or above the 90th percentile on total language, total math, total reading, total science, total social studies, or the composite on a normed achievement test,
5. a score at or above the 90th percentile on a normed measure of cognitive ability,
6. a score at or above the 90th percentile on an existing measure of individual intelligence that has been administered within the past twelve months, and/or
7. other measures that are documented in the research on identification of intellectually gifted students.

Type Two – Individual Referral Process

This process involves students who are individually referred for gifted eligibility. The IRP is used to identify students in grades 2-8. *A student may be referred by a parent, teacher, counselor, administrator, peer, self, or anyone else having reason to believe that the student might be intellectually gifted. The person initiating the referral shall sign the referral form and date it. Once the student is referred, the district personnel shall collect the data required to satisfy the referral criteria. Once a referral form has been initiated, signed, and dated, only the LSC or parents can stop the identification process.*

Students participating in the Individual Referral Process **shall satisfy three** of the following criteria before moving forward to the LSC Review of Referral Data Stage:

1. a score at or above the 90th percentile on a group measure of intelligence that has been administered within the past twelve months,
2. a score at or above the superior range on a normed published characteristics of giftedness checklist, a score at or above the superior range on a normed published measure of creativity,
3. a score at or above the superior range on a normed published measure of leadership,
4. a score at or above the 90th percentile on total language, total math, total reading, total science, total social studies, or the composite on a normed achievement test,
5. a score at or above the 90th percentile on a normed measure of cognitive ability,
6. a score at or above the 90th percentile on an existing measure of individual intelligence that has been administered within the past twelve months, and/or
7. other measures that are documented in the research on identification of intellectually gifted students.

NOTE: *Any student who does not meet the minimum acceptable criteria (score in the 90th percentile) on the normed group measure of intelligence during the Mass Screening Referral Process and does not qualify for the Emerging Potential for Gifted criteria can be referred by anyone for the Individual Referral for Screening Process. The individually referred student shall not be excluded from the referral process by their performance on the normed group measure of intelligence administered during the Mass Screening Referral Process.*

STAGE 2: SCHOOL SITE LSC REVIEW OF REFERRAL DATA

Once the referral data have been collected, the LSC shall review all data and make one of the following recommendations:

1. the student has satisfied minimal criteria on at least three measures and should move forward to the assessment stage, or
2. the student has not satisfied minimal criteria on at least three measures, however, the LSC feels strongly that additional data should be collected and the student reconsidered at that time, or
3. the student has not satisfied minimal criteria on at least three measures and the identification process should stop.

Provisions for Emerging Potential for Gifted Populations

At this point the LSC shall make the decision as to the possibility that the student could be eligible for consideration as a candidate for an emerging potential for gifted assessment. If it is believed that the student might have emerging gifted potential, then the Emerging Potential for Intellectually Gifted Assessment Checklist should be completed for possible use during the assessment process. The Emerging Potential for Gifted category makes provisions for certain factors that exist that may put the student at a disadvantage when inappropriate instruments are used during the assessment process.

STAGE 3: PARENTAL PERMISSION FOR TESTING

At this time, district personnel shall obtain written parental permission for testing. District personnel shall also notify parents in writing about their rights under FERPA.

STAGE 4: INDIVIDUAL INTELLIGENCE ASSESSMENT

Once the LSC has determined that a student has satisfied minimal referral criteria in order to move forward to the assessment stage, district personnel shall review and compile all data available on the student. This data shall also be made available to a licensed examiner.

The assessment stage is the individual test of intelligence, which shall be administered by a licensed examiner. In no case will the examiner be related to the student being tested. The examiner shall review all available data on the student, whether or not it satisfies minimal identification criteria, and use that information to select the most appropriate test of intelligence. Standard operating procedures should be followed during the selection and administration of all assessments as reflected in the examiner's manuals. The examiner shall provide a signed and dated report of the test administration to include testing conditions, scores on all subtests or subscales, and the strengths and weaknesses of the student. A student must score at or above the 91st percentile composite/full scale or the 91st percentile on approved subtests (as per publisher) in order to satisfy eligibility criteria.

District personnel shall make decisions as to whether the minimal acceptable criteria set in regulations will be used, or if a higher minimal acceptable criteria will be used. The assessment criteria and acceptable minimal scale/percentile scores to be used shall be documented in writing in the district's Gifted Education Program Proposal submitted to and approved by the Office of Curriculum and Instruction at the MDE. If a district decides to raise its minimal acceptable scale/percentile score for gifted eligibility above the state minimum scale/percentile score, justification shall be provided to the MDE in writing. Included in the justification must be documentation that the district continuously addresses the Emerging Potential for Gifted guidelines as outlined in the regulations.

Emerging Potential for Gifted

Students who have satisfied criteria on the Emerging Potential for Gifted Checklist who did not satisfy minimal acceptable criteria on an individual test of intelligence, but, did score at least at the 84th percentile or have a scale score that falls within the range of the 90th percentile confidence interval of the state minimum scale/percentile score, may be administered one of the following additional measures to determine eligibility:

- 1. A test of cognitive abilities with a minimal score at the 90th percentile,*
- 2. A group intelligence measure with a minimal score at the 90th percentile, or*
- 3. A district-developed matrix approved by the MDE.*

Identification criteria, as approved by the MDE on the local district's Gifted Education Program Proposal, must be satisfied for a student to be ruled eligible by the LSC for the intellectually gifted education program.

Potentially Twice-Exceptional Students

Students who already have an eligibility ruling under IDEA and are being assessed for an intellectually gifted eligibility, and who did not satisfy all of the required minimal acceptable referral criteria but did meet at least one referral criterion shall have their results reviewed by the LSC and a licensed examiner. If the student scores at or above the 91st percentile on the individual test of intelligence (composite score or approved subtest score) or in the opinion of the reviewing committee, would benefit from participation in the intellectually gifted program, the student may be granted a provisional eligibility for the intellectually gifted program for a period of one year. At the end of that year, the student's teacher of the gifted shall meet with the review committee to discuss the student's performance in the program. If the student has demonstrated

success in the program, the LSC shall change the eligibility status from provisional to regular eligibility. If the student has not been successful in the program, the provisional eligibility shall be revoked.

STAGE 5: ASSESSMENT REPORT COMPLETED

District personnel shall write an Assessment Report, which must contain the following components:

1. Student's name,
2. Name of at least three measures from Stage 1: Referral that were used to determine the need to administer an individual test of intelligence,
3. Results of each measure,
4. Name of individual who administered or completed each measure and the date administered or completed,
5. Test behaviors for any individually administered test(s),
6. Interpretation of the results of each individually administered test(s),
7. Name of the person who administered the individual test of intelligence and date test was administered,
8. Qualifications of the individual who administered the individual test of intelligence,
9. Results of the individual test of intelligence to include scores on all subtests and, identified strengths and weaknesses,
10. Name of the person responsible for writing the Assessment Report, his/her signature, and position, and
11. Date of the Assessment Report.

STAGE 6: DISTRICT LEVEL LSC ELIGIBILITY DETERMINATION

Once the Assessment Report is finalized, the LSC shall meet to review all data and determine if eligibility criteria have or have not been satisfied. The LSC shall rule that the student is or is not eligible for the intellectually gifted program. *(If a student is ruled eligible for the gifted program, written parental permission for placement is required.)*

Parental Notification

District personnel shall notify in writing the parents of each student tested for the intellectually gifted program about the assessment results. District personnel shall offer to explain any of the results about which the parents have questions. District personnel shall also notify parents in writing about their rights under FERPA.

Grading System and Nine Weeks Policy

All instructional personnel of the East Jasper School District shall use the following grading scale and practice:

The teacher will inform students of how they will be evaluated. All student work shall be graded using a numerical grade (0-100). Letter grades will not be used.

- ✓ The minimum passing grade shall be 65.
- ✓ The certified classroom teacher shall check, correct, and assign the grade to students' work using ink.
- ✓ **Grades shall be posted by the end of the day every Monday.**
- ✓ Instructional staff shall be able to justify any assigned grade. Re-teaching must occur. Each student's papers shall be filed by each teacher to be made available for review should a school official, parent, guardian, or custodian question the assessment of a student's progress or grade average. Security of the filed papers shall be the responsibility of each teacher. In addition, teachers must maintain grade books, student portfolios, and lesson plans for three years. Sources of grades shall be educationally sound.

The nine weeks' grade average will be computed on a percentage basis including the following:

Homework and daily grades (worksheets, etc.)	25%
Skill/unit tests, oral/written reports, projects	50%

The average of these will give the nine weeks' average. The semester grade average will be computed by getting an average of the nine weeks' grades. The yearly grade average will be determined by getting an average of the two semester grades.

Letter and Numerical Equivalents

A	100-90
B	89-80
C	79-70
D	65-69
F	≤64

A students' actual grades will be recorded in teacher gradebooks and in SAM for every assignment. However, the lowest grade shown on the first nine weeks' report card will default to 50. All grades must be justifiable, particularly those lower than a 50.

Grade Changes

Grades may be changed only under the following conditions:

1. A computation error exists.
2. The teacher did not follow proper procedures.
3. A grade of Incomplete (I) must be removed (i.e., extenuating circumstances, which may be determined at the principal's discretion, such as student illness, etc.).
4. Any grade changes must be made on the official form located in the school office.
5. Any removals of Incompletes must be made within ten days upon the student's return.
6. Administrators cannot mandate a grade change. However, teachers must be able to justify each grade, along with providing documentation of interventions, re-teaching/re-testing, adherence to grading procedures, and parental contact.
7. All grade changes must be signed by the principal and teacher(s) and then approved by the Superintendent.

Graduation Etiquette

Student Etiquette

1. All seniors participating in the Baccalaureate service and class night must attend practice; and graduating seniors must attend graduation practice. Practice will focus on seating arrangements, procession, and the graduation ceremony.
2. Students who participate will be expected to cooperate with their class advisors and graduation coordinator in all parts of the graduation ceremony.
3. Students must arrive at least 30 minutes in advance. Students who arrive late will not be allowed to select their own seat or whom they will walk with during the ceremony.
4. During the Baccalaureate service and Class Night all students will line up according to their height with the exception of Valedictorian and Salutatorian.
5. Students will line up alphabetically during the graduation ceremony with the exception of the Valedictorian and Salutatorian.
6. Leave all valuables at home, with your parents, or locked in a car.
7. Bring your cap and ironed gown to the ceremony to be worn.
8. Caps and gowns will be worn in the proper manner, as designated by the school administration and class advisor.
9. Proper attire is required:

- a. The gentlemen are required to wear black/navy blue slacks (no jeans), a white dress shirt with a collar (no polo shirts), a black/navy tie, black dress shoes, and black socks (no earrings).
 - b. The ladies are required to wear black dresses (no pants) at least knee length (no strapless, spaghetti strap, spandex, form fitting, or halter dresses will be worn) and black dress shoes (no sandals). *A check for proper attire will be made prior to marching.*
 - c. At school administration discretion, students may be required to wear robes in lieu of other attire during any of the aforementioned ceremonies.
10. Students are not allowed to chew gum, eat, talk, or horseplay during the Baccalaureate service, class night or graduation ceremony. However, graduating seniors will be allowed to participate in the hat toss, if desired.
 11. No electronic devices will be allowed during these ceremonies!

Parent(s)/Guest Etiquette

1. Parents/Guests will not be allowed to leave their seat to take pictures during the graduation ceremony. The district will have a professional photographer on standby where pictures can be purchased.
2. We are asking all parents/guests to hold your applause and remain seated during the graduation ceremony. Please turn off or put all cellular devices on silent/vibrate. **All balloons, gifts, and noise makers must be kept inside vehicles until after the ceremony, due to issues of safety, distractions, or blocking of view.**

Graduation/Promotion Policy (Grades 3 and 9—12)

Mississippi’s assessment program (MAAP) consists of assessments in math and language arts for grades 3-8, English II, and Algebra I; science for grades 5, 8, and Biology I; and social studies (U.S. History).

For lower elementary students, the Literacy-Based Promotion Act focuses on prevention and intervention to help children develop the reading skills required for 4th grade. To identify reading problems early, teachers will now assess the literacy skills of students in Kindergarten through 3rd grade at the beginning and end of the school year. Students who need help will be provided with intensive reading instruction, and their families will be given tips to help at home. **Students who do not read on grade level by the end of 3rd grade or do not qualify for a Good Cause Exemption will not be promoted to 4th grade.**

Ninth grade classification shall be based upon successful completion of the eighth grade, as verified by school records. Classification for all other upper-level grades shall be based on the acquiring of Carnegie unit credits. Student grade-level classifications are as follows:

Grade	Carnegie Units
9	0-6.5
10	8
11	15
12	21
Graduation	24

Students in Grades 9-12 will be awarded Carnegie unit credit upon demonstrated mastery of the exit skills and a final average of **65** or higher, based on course/class requirements in each course. Students in Grades 9-12 will comply with the requirements of the Subject Area Testing Program related to graduation as established by the State Board of Education. Students must pass all subject area exams with a minimum state-required score (listed below) **and** obtain a score of 65 in all required classes in order to qualify for graduation.

- *Each student receiving a standard diploma must have earned a minimum of 24 Carnegie units. No more than one of the minimum required number of units may be earned through completion of an approved correspondence course. Prior permission to enroll in a correspondence course must be granted by the principal. (MS Code 37-1-3(2)).*
- ***Each student receiving a standard diploma must have achieved a passing score on state high school exit examinations/subject area tests. (MS Code 37-16-7)***
- *For high school, the Subject Area Testing Program (SATP) includes the following exams: Biology I and U.S. History*
- *For high school, the Mississippi Academic Assessment Program (MAAP) includes the following exams: Algebra I and English II.*
- ***Any student who fails to meet the graduation requirements—including failing any exit exam—CANNOT be permitted to participate in graduation exercises.***

NOTE: *Absolutely no cellular phones or electronic devices are allowed during state assessments. According to state policy, possession of such devices will result in the invalidation of a student’s exam score.*

No student shall be given a Carnegie unit of credit for any course in which the student has not demonstrated 65% mastery of the basic core competency requirements as stated in the Mississippi State Curriculum Frameworks and as adopted by the School Board of the East Jasper School District. **Students also must meet the required hours of seat time—140 hours for a one (1) Carnegie unit course and 70 hours for a one-half (1/2) Carnegie unit course.** Student performance on the core objectives must be used as the principal basis for determining whether a student fails or passes for each elementary school grade and each secondary school academic course.

Graduation Requirement

APPENDIX A-5

ADDITIONAL OPTIONS IN LIEU OF PASSING THE END-OF-COURSE ASSESSMENT MISS. ADMIN. CODE 7-3: 36.5, STATE BOARD POLICY CHAPTER 36, RULE 36.5 (EFFECTIVE 2013 - 2014 SCHOOL YEAR AND THEREAFTER)

Mississippi Admin. Code 7-3: 36.5, State Board Policy Chapter 36, Rule 36.5 provides approved options for students to meet high school end-of-course (EOC) assessment requirements for graduation through approved alternate measures. Mississippi Admin. Code 7-3: 36.5, State Board Policy Chapter 36, Rule 36.5, applies to past, current, and future graduates and allows a student to meet the graduation requirements once he or she has failed to pass any required end-of-course (EOC) assessment one (1) time.

The following graduation options provide opportunities for students to obtain a certain score or level on the ACT, ASVAB, ACT WorkKeys, or other state-approved industry certifications. Students also may obtain a grade of “C” or higher in a dual credit/dual enrollment course, corresponding to the EOC assessment that was not passed.

Notes:

- ACT sub-scores resulting from non-college reportable accommodations **can** be used for graduation options, but the scores are non-college reportable.
- ACT sub-scores resulting from Residual ACT Testing **cannot** be used for graduation options.
- This option is available regardless of when the student took the SATP2, PARCC, or MAP/MAAP assessments.
- The college credit option is only applicable if the student is enrolled in high school and college at the same time. Student must meet the dual enrollment/dual credit admissions requirements of the community college partnering with the school district.
- The Graduation Options listed below are applicable to any EOC assessment.

Assessment Options	Math	Science	English	Social Studies (Prior to 25-26 SY)
ACT	17	17	17	17
Dual Credit/ Enrollment	C or higher in College Algebra	C or higher in College Biology & corresponding lab	C or higher in College English Comp I	C or higher in College American History II
ASVAB + Industry Certification	ASVAB (PICAT prescreen scores are not allowable) score of 36 plus the following: Earn approved Industry Certification specified in the Career Pathway’s Assessment Blueprint. (If the blueprint specifies two industry certifications, both must be earned.)			
ACT Work Keys + Industry Certification	WorkKeys Silver Level plus the following: Earn approved Industry Certification specified in the Career Pathway’s Assessment Blueprint. (If the blueprint specifies two industry certifications, both must be earned.)			

UNIVERSAL CONCORDANCE TABLE EFFECTIVE 2021 – 2022 SCHOOL YEAR

Concordance tables, effective beginning with the 2014-2015 school year, provide opportunities for students who do not obtain a passing score on an EOC assessment to utilize a different graduation option, using a combination of the assessment scores with the final course grade. The tables provide the final course grade required to use with the scale score obtained on the EOC assessment. Students shall be enrolled in school to utilize the concordance table option.

The Mississippi Department of Education (MDE) and the Technical Advisory Committee (TAC) developed one universal concordance table that shall be used for each of the EOC assessments. The concordance tables were developed during each of the EOC test administrations, and the universal concordance table concept will alleviate confusion in determining which concordance table to apply for each test administration.

UNIVERSAL CONCORDANCE TABLE

Concordance Table Grade in Course	Scale Score			
	1049-1048	1047-1046	1045-1044	1043-1042
A	Pass	Pass	Pass	Pass
B	Pass	Pass	Pass	Fail
C	Pass	Pass	Fail	Fail
D	Pass	Fail	Fail	Fail

Composite (Combined) Score

MISS. ADMIN. CODE 7-3: 36.4(3) State Board Policy Chapter 36, Rule 36.4(3) (EFFECTIVE 2022-2023 SCHOOL YEAR)

Composite (Combined) Score Calculations provide opportunities for students who do not obtain a passing score on one or more EOC assessments. Students may utilize an additional graduation option by taking the average of all EOC assessments and achieving a minimal combined score of 1050. The student must have four scores (Algebra I, English II, Biology, and U.S. History). These four scores are added together and divided by 4. The student must have a 1049.5 or above. If a student has a COVID-related waiver from the 2019-2020 or 2020-2021 school year(s) for any required EOC assessment, the student is not eligible to use this option. Students shall be enrolled in school to utilize the composite score option.

Example

Calculate the student's composite (combined) score by determining the average score across all four assessments.

Assessment	Scale
Algebra (EOC)	1039
English II (EOC)	1048
Biology (EOC)	1055
US History (EOC)	1056

$$\text{Average Composite (Combined) Score} = \frac{1039+1048+1055+1056}{4} = \frac{4,198}{4} = 1049.5 = 1050$$

In the example above, the student can use the Composite Combined Score for Algebra I and English II.

*Beginning School Year 2025-2026, the US History End-of-Course assessment will no longer be administered. Students that do not have scores on all four (4) end-of-course assessments are ineligible to use this option.

The Student Portfolio and Exhibit
MISS. ADMIN. CODE 7-3: 36.4(3) State Board Policy Chapter 36, Rule 36.4(3)
(EFFECTIVE 2025-2026 SCHOOL YEAR)

The Student Portfolio and Exhibit option hereby known as the Bridge-to-Career Course provides an opportunity for students who (A) do not obtain a passing score on one or more End-of-Course (EOC) assessments and (B) do not meet the criteria for other options outlined in Appendix A-5 of the MS Public School Accountability Standards, 2025. Students may utilize an additional graduation option by completing the required components as outlined in the Bridge-to-Career Course. Students who meet all requirements for the Bridge-to-Career Course in addition to all other graduation requirements shall be eligible for the Traditional MS Diploma or the Traditional MS Diploma with a CTE Endorsement or JROTC Endorsement.

1. Course Overview:

Beginning in school year 2025-2026 The Bridge-to-Career Course is a graduation option available to second semester seniors who (A) do not obtain a passing score on one or more EOC assessment and (B) do not meet the criteria for other options outlined in Appendix A-5 of the MS Public School Accountability Standards, 2025. The course serves as an alternative pathway to demonstrate academic and career readiness through the completion of the following components:

- **Portfolio Development:** The course requires students to develop a comprehensive portfolio that highlights their academic growth, professional development, and post-graduation aspirations. This will include academic projects, skills demonstrations, professional documents (e.g., resumes), and evidence of career exploration activities such as job shadowing and skill-based certifications.
 - **Exhibit Creation:** Students shall create an exhibit showcasing their academic and career readiness. This exhibit will include evidence of completed projects, reflections on academic progress, and documentation of any work-based learning or training experiences.
 - **Remediation and Support:** Before enrollment in the course, students shall complete targeted remediation for any failed EOC assessments and be reassessed during each administration. The goal is to provide students with the opportunity to demonstrate mastery in the areas where they initially struggled, based on MAAP and additional benchmark data that aligns with the MAAP assessment. The school administering the remediation shall maintain records of the data used, remediation implemented, and any progress made.
-

2. Course Enrollment and Requirements:

- **Eligibility:** Students who (A) have not achieved a passing score on one or more EOC assessments shall be eligible for the Bridge-to-Career Course and (B) do not meet the criteria for other options outlined in Appendix A-5 of the MS Public School Accountability Standards, 2025. Prior to enrolling in this course, students shall:
 - Demonstrate a commitment to targeted remediation and improvement
 - Maintain an overall 2.0 GPA during the junior and senior year

APPENDIX A-5

- A **professional resume** that is tailored to a specific job or career path.
- **Training and credentials** required for employment or continued education in a specific field.
- A comprehensive **Commencement Level Career Plan** that outlines their post-secondary transition and life plan

These outcomes are designed to ensure that students are not only equipped with academic knowledge but also prepared for life after high school, whether that be in a career, further education, or other post-graduation plans. The final Portfolio/Exhibit and all supporting artifacts must be maintained in the student's cumulative folder for MDE access and review.

5. Remediation and Reassessment:

- **EOC Remediation:** Prior to enrolling in the Bridge-to-Career Course, students who have not passed one or more of the EOC assessments shall undergo remediation. The school shall provide targeted support for these students, addressing the specific areas in which they did not meet the required standards. Documentation of a student's EOC remediation shall be maintained in their cumulative folder.
- **Reassessments:** Students shall demonstrate progress in their deficient knowledge and skills before being considered eligible for enrollment in the course. Student progress does not have to be reflected through EOC retest scores but can be shown through intervention and remediation assessment methods.

6. Consequences for Non-Compliance:

Students who do not meet the required criteria for course completion (i.e., earning a grade of C or higher) or who fail to submit a complete portfolio and exhibit shall not be eligible for graduation. In such cases, students may be referred for additional support.

Conclusion:

The Bridge-to-Career Course provides an option for students who (A) have not passed one or more EOC assessments and (B) do not meet the criteria for other options outlined in Appendix A-5 of the MS Public School Accountability Standards, 2025, enabling them to demonstrate readiness for graduation through alternative means. This course emphasizes professional development, career exploration, and remediation to ensure that all students have the skills and documentation needed to transition successfully to post-secondary endeavors. Through this initiative, the state aims to support students in their academic and career journeys while maintaining high graduation standards.

This policy shall be reviewed annually to assess its effectiveness and ensure alignment with student needs and state educational requirements.

their employability and professional development.

4. Outcomes:

Upon successful completion of the course, students will have:

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

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

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

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

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

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

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

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

⁹For approved course substitutions see Appendices A-12 and A-13.

¹⁰The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. Any course(s) in one of these areas can fulfill the required Carnegie unit in the Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the Arts requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

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

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

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

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

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

¹²Additional requirements above the 24 Carnegie units and the assessment requirements include:

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

OR

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

¹³ For early graduation, refer to Rule 36.7 Early Graduation Policy.

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

**GRADUATION REQUIREMENTS
STANDARD 14
TRADITIONAL DIPLOMA WITH CAREER AND TECHNICAL OR JROTC ENDORSEMENT
(Entering ninth graders in 2018-2019 and thereafter)**

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

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

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

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 ¹	English I
		English II
MATHEMATICS	4 ²	Algebra 1
SCIENCE	3 ³	Biology
SOCIAL STUDIES	3 ½	1 World History ⁴
		1 U. S. History ⁴
		½ U. S. Government ⁴
		½ Economics ⁴
½ Mississippi Studies ⁴		
PHYSICAL EDUCATION	½ ⁷	½ Physical Education
HEALTH	½ ⁸	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	1 ⁹	
THE ARTS	1 ¹⁰	
COLLEGE- and CAREER-READINESS	1 ¹¹	
CAREER and TECHNICAL/JROTC	4	
ELECTIVES	3 ½	
TOTAL UNITS REQUIRED	26 ^{12, 13, 14}	

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

²Carnegie units earned for Supplemental Mathematics courses cannot be included as any of the four (4) Math Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the

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

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

⁴Based on the 2022 Mississippi College- and Career- Readiness Standards for Social Studies, AP World History, DC World Civilization II, AP European History, or DC Western Civilization II may be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or DC United States History II may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. AP Government and Politics: United States and DC American National may be accepted in lieu of the required United States Government course. IB-DP History of the Americas I may be accepted in lieu of the required U.S. History course for students enrolled in the IB program. IB-DP History of the Americas II may be accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program. MYP U.S. Government may be accepted in lieu of the required Government course for students enrolled in the IB program. Cambridge IGCSE American History or Cambridge International AS level history may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course.

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

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

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

APPENDIX A-7

AND

- Are concurrently enrolled in the appropriate Essentials for College Math or another mathematics course above their Junior year mathematics course and/or Essentials for College Literacy or another English Language Arts course above their Junior level English Language Arts course.

OR

- Have a GPA of 2.5 and have passed or meet the assessment option requirements

AND

- Are on track to meet the diploma requirements

AND

- Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra

¹³Additional recommendations (not requirements) above 26 Carnegie Units and assessment requirements include:

- For early graduation, refer to Rule 36.7 Early Graduation Policy.
- Students should take a math or math equivalency senior year.

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

*An out-of-state student who transfers after the completion of the first semester of their senior year may substitute any other one (1) unit social studies course or a combination of one-half ($\frac{1}{2}$) Personal Finance and one-half ($\frac{1}{2}$) social studies course.

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

- a. One (1) Carnegie unit Senior year only
- b. One (1) Carnegie unit Junior year only
- c. One-half ($\frac{1}{2}$) Carnegie unit in either freshman, sophomore, or junior year with the remaining one-half ($\frac{1}{2}$) Carnegie unit taught in either junior or senior year
- d. One-fourth ($\frac{1}{4}$) Carnegie unit per year beginning with the freshman year

¹²Additional requirements above Traditional Diploma Option and the 26 Carnegie units and the assessment include:

- Earn an overall GPA of 2.5
- Earn Silver level on ACT WorkKeys
- Must successfully complete one (1) of the following:
 - One (1) academic OR CTE dual credit and earn a C or higher in the course.
 - Credit-bearing Work-based Learning
 - Earn a State Board of Education approved national credential
 - One (1) AP, Diploma Program-IB, or Cambridge (AICE) course aligned to their career pathway. Students must earn a C or higher and take the appropriate exam.
 - NOCTI/JROTC Leadership and Employability Skills Credential
- For early release, students must meet College- and Career-Readiness benchmarks of 17 in English and 19 in Math on the ACT sub-score OR earn a Silver level on the ACT WorkKeys suite of assessments. Seniors that have not met the benchmarks to qualify for early release (excluding those enrolled in credit-bearing work-based learning) must meet the following requirements:
 - Have a GPA of 2.5 and have passed or meet the assessment option requirements for all end-of-course assessments

AND

- Are on track to meet the diploma requirements

GRADUATION REQUIREMENTS
STANDARD 14
TRADITIONAL DIPLOMA with an ACADEMIC ENDORSEMENT
(Entering ninth graders in 2018-2019 and thereafter)

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

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

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

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 ¹	English I
		English II
		Two (2) additional English Courses above English II
MATHEMATICS	4 ²	Algebra 1
		Two (2) additional Math Courses above Algebra I
SCIENCE	3 ³	Biology
		Two (2) additional science courses above Biology
SOCIAL STUDIES	3 ½	1 World History ⁴
		1 U. S. History ⁴
		½ U. S. Government ⁴
		½ Economics ⁴
		½ Mississippi Studies ⁴
PHYSICAL EDUCATION	½ ⁷	½ Physical Education
HEALTH	½ ⁸	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	1 ⁹	
THE ARTS	1 ¹⁰	
COLLEGE- and CAREER-READINESS	1 ¹¹	
ELECTIVES	7 ½	Must include two (2) advanced electives of the College Preparatory Curriculum requirements (This information is available from Institutions of Higher Learning.)
TOTAL UNITS REQUIRED	26 ^{12, 13, 14}	

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

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

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

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

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

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

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

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

⁹For approved course substitutions see Appendices A-12 and A-13.

¹⁰The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. Any course(s) in one of these areas can fulfill the required Carnegie unit in the Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the art requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

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

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

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

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

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

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

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

- One (1) Diploma Program-IB or Cambridge (AICE) course with a C or higher and take the appropriate exam
 - One (1) dual credit course and earn a C or higher in the course
 - For early release, students must meet College- and Career-Readiness benchmarks of 17 in English and 19 in Math on the ACT sub-score OR earn a Silver level on the ACT WorkKeys suite of assessments. Seniors that have not met the benchmarks to qualify for early release (excluding those enrolled in credit-bearing work-based learning) must meet the following requirements:
 - Have a GPA of 2.5 and have passed or meet the assessment option requirements for all end-of-course assessments
AND
 - Are on track to meet the diploma requirements
AND
 - Are concurrently enrolled in the appropriate Essentials for College Math or another mathematics course above their Junior year mathematics course and/or Essentials for College Literacy or another English Language Arts course above their Junior level English Language Arts course.
- OR**
- Have a GPA of 2.5 and have passed or meet the assessment option requirements
AND
 - Are on track to meet the diploma requirements
AND
 - Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra

¹³Additional recommendations (not requirements) above 26 Carnegie Units and assessment requirements include:

- For early graduation, refer to Rule 36.7 Early Graduation Policy.
- Students should take a math or math equivalency senior year.

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

GRADUATION REQUIREMENTS STANDARD 14
TRADITIONAL DIPLOMA with a DISTINGUISHED ACADEMIC ENDORSEMENT
(Entering ninth graders in 2018-2019 and thereafter)

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

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

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

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 ¹	English I
		English II
		Two (2) additional English Courses above English II
MATHEMATICS	4 ²	Algebra 1
		Two (2) additional Math Courses above Algebra I
SCIENCE	4 ³	Biology
		Two (2) additional science courses above Biology
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	½ ⁷	½ Physical Education
HEALTH	½ ⁸	½ Contemporary Health
TECHNOLOGY or COMPUTER SCIENCE	1 ⁹	
THE ARTS	1 ¹⁰	
COLLEGE- and CAREER-READINESS	1 ¹¹	
ELECTIVES	8	Must include two (2) advanced electives of the College Preparatory Curriculum requirements (This information is available from Institutions of Higher Learning.)
TOTAL UNITS REQUIRED	28 ^{12, 13, 14}	

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

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

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

⁴Based on the 2022 Mississippi College- and Career- Readiness Standards for Social Studies, AP World History, DC World Civilization II, AP European History, or DC Western Civilization II may be accepted in lieu of the required World History from the Age of Enlightenment to Present course. AP United States History or DC United States History II may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course. AP Government and Politics: United States and DC American National may be accepted in lieu of the required United States Government course. IB-DP History of the Americas I may be accepted in lieu of the required U.S. History course for students enrolled in the IB program. IB-DP History of the Americas II may be accepted in lieu of the required Mississippi Studies, Economics, and/or U.S. Government courses for students enrolled in the IB program. MYP U.S. Government may be accepted in lieu of the required Government course for students enrolled in the IB program. Cambridge IGCSE American History or Cambridge International AS level history may be accepted in lieu of the required U.S. History from Post-reconstruction to Present course.

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

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

⁷The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic

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

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

⁹For approved course substitutions see Appendices A-12 and A-13.

¹⁰The Arts refers to Dance, Media Arts, Music, Theatre, and Visual Arts. Any course(s) in one of these areas can fulfill the required Carnegie unit in the Arts. The following dual credit classes: Music Appreciation, Theatre Appreciation, or Art Appreciation may be accepted in lieu of the art requirement for students. For approved Career and Technical course substitutions see Appendix A-12.

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

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

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

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

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

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

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

- One (1) Diploma Program-IB or Cambridge (AICE) course with a B or higher and take the appropriate exam
- One (1) dual credit course earning a B or higher in the course
- For early release, students must meet College- and Career-Readiness benchmarks of 17 in English and 19 in Math on the ACT sub-score OR earn a Silver level on the ACT WorkKeys suite of assessments. Seniors that have not met the benchmarks to qualify for early release (excluding those enrolled in credit-bearing work-based learning) must meet the following requirements:
 - Have a GPA of 2.5 and have passed or meet the assessment option requirements for all end-of-course assessments
 - AND**
 - Are on track to meet the diploma requirements
 - AND**
 - Are concurrently enrolled in the appropriate Essentials for College Math or another mathematics course above their Junior year mathematics course and/or Essentials for College Literacy or another English Language Arts course above their Junior level English Language Arts course.
- OR**
- Have a GPA of 2.5 and have passed or meet the assessment option requirements
- AND**
- Are on track to meet the diploma requirements
- AND**
- Students meet postsecondary requirements for placement and are enrolled in ENG Comp I and/or MAT College Algebra or have previously earned credit for ENG Comp I and/or MAT College Algebra

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

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

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

GRADUATION REQUIREMENTS

STANDARD 14 ALTERNATE DIPLOMA OPTION

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

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

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

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

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS	GENERAL EDUCATION COURSE SUBSTITUTION
ENGLISH	4 ¹	Alternate English I	CCR English I
		Alternate English II	CCR English II
		Alternate English III Alternate English IV	CCR English III CCR English IV Broadcast Journalism Debate Foundations of Journalism Mississippi Writers Oral Communications Print Journalism Survey of African American Writing Technical and Workplace Writing World Literature
MATHEMATICS	4 ²	Alternate Math I	CCR Compacted Math 7 CCR Compacted Math Grade 8 with Algebra I (prior to entering HS) Foundations of Algebra (Grade 9 only)
		Alternate Math II	CCR Compacted Math Grade 8 with Algebra I (prior to entering HS) Foundations of Algebra (Grade 9 only) Advanced Technical Mathematics
		Alternate Math III	Advanced Technical Mathematics (must be taken prior to CCR Algebra I)

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS	GENERAL EDUCATION COURSE SUBSTITUTION
			CCR Geometry CCR Algebra II (contingent on passing CCR Algebra I)
		Alternate Algebra	CCR Algebra I
		Alternate Biology	Biology
SCIENCE	2	Alternate Science II	Courses worth 1 Carnegie Unit Physical Science Earth and Space Science Human Anatomy and Physiology Foundations of Biology OR Courses worth ½ Carnegie Unit Environmental Science Genetics Geology Zoology I Zoology II Astronomy Botany Foundations of Science Literacy
		Alternate History	US History
SOCIAL STUDIES	2	Alternate Social Studies	Courses worth 1 Carnegie Unit World History Courses worth ½ Carnegie Unit Economics US Government Mississippi Studies Psychology Sociology World Geography
HEALTH	½ ³	Alternate Health	Contemporary Health Healthcare & Clinical Services I Theory and Application of Health Sciences JROTC I and II
PHYSICAL EDUCATION	½ ⁴	Physical Education	Physical Education
CAREER READINESS	4 ⁵	Career Readiness I-IV	Career Readiness was designed specifically for the Alternate Diploma
LIFE SKILLS DEVELOPMENT	4 ⁵	Life Skills Development I-IV	Life Skills Development was designed specifically for the Alternate Diploma
THE ARTS	1 ⁶	The Arts	
ELECTIVES	2		Any Carnegie unit credit bearing courses or a combination of ½ Carnegie unit credit bearing courses
TOTAL UNITS REQUIRED	24		

³Carnegie units earned for Supplemental English courses cannot be included as any of the four (4) English Carnegie units required for graduation; however, Carnegie units earned for these courses may be included in the general elective graduation requirements. Supplemental English may be taken only if a credit-bearing English course is taken in the same school year.

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

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

⁴The graduation requirement for one-half (½) unit in physical education may include participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association. Only one (1) elective unit in physical education including participation in interscholastic athletic activities, choral performance courses for show choir (i.e., Choral, Music-Choral-Ensembles), instrumental performance courses (i.e., Band, Music Instrumental Ensembles, Strings), dance courses or JROTC that meet the instructional requirements specified in the *Fitness through Physical Education Framework* and that are sanctioned by the Mississippi High School Activities Association may be applied each year to the minimum 24 required Carnegie units. If a local district has graduation requirements above the state requirements, the district may award additional units as outlined in the local school board policy.

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

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

GRADUATION REQUIREMENTS**STANDARD 14****CERTIFICATE OF COMPLETION**

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

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

1. Students without a Significant Cognitive Disability at the end of 8th grade who:
 - Are 16 years old or older; **AND**
 - At least three (3) or more grade levels below their peers in reading and math; **AND**
 - Have a signed statement from a parent acknowledging the Certificate of Completion is not a traditional high school diploma and will not meet the requirements for entry into careers or post-secondary opportunities requiring a diploma.
2. Students without a Significant Cognitive Disability who have not yet turned sixteen (16) by the end of the eighth grade should transition to the ninth grade on a diploma path.
3. Students with a Significant Cognitive Disability at the end of 8th grade who:
 - Have extremely limited or no receptive and expressive communication skills **AND**
 - Have a signed statement from a parent acknowledging the Certificate of Completion is not a traditional high school diploma and will not meet the requirements for entry into careers or post-secondary opportunities requiring a diploma.
4. Students with or without a Significant Cognitive Disability at the end of their third year of high school (6 semesters) who:
 - Have not earned at minimum of 3 English units, 3 math units, 2 science units, 2 social studies units, and 5 electives; **AND**
 - Have a signed statement from a parent acknowledging the Certificate of Completion is not a traditional high school diploma and will not meet the requirements for entry into careers or post-secondary opportunities requiring a diploma; **AND**
 - Have evidence of 3 or more years of intensive intervention implemented in middle and/or high school to earn Carnegie units. Evidence may include, but is not limited to:
 - Progress monitoring data from reading intervention programs or math intervention programs
 - Documentation of accommodations and modifications provided in the general education courses and assessments
 - Course schedules outlining dedicated time for intervention.

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

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

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

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

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

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

It is ultimately the responsibility and decision of the IEP Committee to determine the appropriate exit option for a student with disabilities based on the appropriate data.

Homecoming Selection Criteria for Heidelberg High/Heidelberg Junior High



Mr. and Miss Heidelberg High and Mr. & Miss Junior High

- Must have an Overall Average of 90 or above
- Must participate in at least one extracurricular activity.

HHS Homecoming Queen and King (Each may choose escorts per school/administrator guidelines.)

- Must have an Overall Averages of 75 or above

HHS Class Maids and Football Maids (Each may choose escorts per school/administrator guidelines.)

- Must have an Overall Average of 75 or above

Mr. and Miss Heidelberg Junior High

- Must have an Overall Average of 90 or above

HJHS Maids (Each may choose escorts per school/administrator guidelines.)

- Must have an Overall Averages of 75 or above

Selection Process

- ✓ Mr. and Miss Heidelberg High, Homecoming Queen, and Homecoming King
- ✓ Mr. and Miss Heidelberg Junior High

Mr. and Miss Heidelberg High, Homecoming Queen, Homecoming King, and Mr. and Miss Heidelberg Junior High will be selected through a school-wide election process. Votes will be cast by the entire student body. At the administration's discretion, elections for Mr. and Miss Heidelberg High and Mr. and Miss Heidelberg Junior High may be held during the fourth nine weeks of the school year prior to the year of service or at the beginning of the school year of service.

Interested students will be invited to sign-up for candidacy in the school office. All lists will then be forwarded to the data clerk or principal designee for determination of eligibility, based on specified criteria. Once eligibility has been determined, official election ballots will be created and then disseminated to the entire student body. Cast ballots will be returned to Central Office Staff and then counted. The list(s) of winners will be forwarded to the principal.

Class Maids

Class Maids will be selected for each grade through a grade-level election process.

Interested students will be invited to sign-up for candidacy in the school office. All lists will then be forwarded to the data clerk or principal designee for determination of eligibility, based on specified criteria. Once eligibility has been determined, official election ballots will be created and then disseminated to students in the applicable grade levels. Cast ballots will be returned to Central Office Staff and then counted. The list(s) of winners will be forwarded to the principal.

Football Maids

Football Maids (Grades 9-12) will be selected by the high school football team and must meet the established criteria.

Criteria

Mr. and Miss Heidelberg High

- Overall GPA of 90 or Above
- Attended HHS from grades 9-12
- Must participate in at least one extracurricular activity.
- No suspensions from the last semester of the prior year or during the current semester of the election

- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)

Mr. and Miss Heidelberg Junior High

- Overall GPA of 90 or Above
- Attended HJHS from grades 7-8
- Must participate in at least one extracurricular activity.
- No suspensions from the last semester of the prior year or during the current semester of the election
- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)



Homecoming Queen and King

- Overall GPA of 75 or Above
- Attended HHS during the 11th-grade year
- No suspensions from the last semester of the prior year or during the current semester of the election
- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)

Note: *Regarding disciplinary referrals, Principal/administrative decision, in accordance with student discipline policies and levels of offenses, will determine whether the offense committed warrants elimination from the selection process. Inappropriate behavior or habitual misbehavior (any violation of school discipline policies) after the election will cause the winner of either category to lose his/her title. In this event, the runner-up will assume the title.*

Class Maids and Football Maids

- Overall GPA of 75 or Above
- Attended HHS or HJHS (or WJBES) the year prior
- No suspensions from the last semester of the prior year or during the current semester of the election
- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)

Winners for each category, including Homecoming Queen and King and Mr. and Miss Heidelberg High will be announced after elections have been completed and results have been verified by central office staff.

Note: *Regarding disciplinary referrals, Principal/administrative decision, in accordance with student discipline policies and levels of offenses, will determine whether the offense committed warrants elimination from the selection process. Inappropriate behavior or habitual misbehavior (any violation of school discipline policies) after the election will cause the winner of either category to lose his/her title. In this event, the runner-up will assume the title.*

Homecoming Selection Criteria for The New William J. Berry Elementary School

- ✓ *Mr. and Miss William J. Berry*
- ✓ *Mr. and Miss Homecoming*
- ✓ *Queens, Maids, Kings, and Escorts*



Selection Criteria

Mr. and Miss William J. Berry Elementary School

- Mr. and Miss William J. Berry Elementary School will be selected through a grade-level election process. Mr. & Miss William J. Berry will not have a court. Only students in grades 4-6 will cast votes in this election. Miss William J. Berry's dress/attire will be red.
- Overall academic average of 90
- Attended WJBES from grades 4-6
- Must be a 6th grade student
- Must participate in at least one extracurricular activity.
- No suspensions from the last semester of the prior year or during the current semester of the election
- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)

Homecoming Queen and King

Homecoming Queen and King will be selected through a grade-level election process. Only students in grades 4-6 will cast votes in this election. The Homecoming Queen and King will have a court. The Homecoming Court will consist of 1st and 2nd runner-ups only. Miss Homecoming's dress/attire will be white.

- Overall academic average of 75 the previous year
- Only students in grades 4-6 will cast votes in this election.
- Attended WJBES during the 5th grade year
- Must be a 6th grade student
- No suspensions from the last semester of the prior year or during the
- current semester of the election
- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)

Queens, Maids, Kings, and Escorts (K-3 and 4-6)

One queen/king will represent each homeroom class. Homecoming queens and kings for Grades K-3 will be selected through a classroom-level election process. Grades 4-6 (Maids and Escorts) Homecoming maids and escorts for Grades 4-6 will be selected through a grade-level election process. 1st and 2nd runner-ups per grade (for grades 4-6) will serve as grade-level maids/escorts.

- Overall academic average of 75 the previous year
- Attended WJBES the previous year
- No suspensions from the last semester of the prior year or during the current semester of the election
- No severe disciplinary referrals during the current semester of the election (e.g., defiance, disorderly conduct, disobedience, etc.)

Note: *Regarding disciplinary referrals, principal/administrative decision, in accordance with student discipline policies and levels of offenses will determine whether the offense committed warrants elimination from the selection process. Inappropriate behavior or habitual misbehavior (any violation of school discipline policies) after the election will cause the winner of either category to lose his/her title. In this event, the runner-up will assume the title.*

Honor Graduates

Highest (Special) Honors

Students graduating with a cumulative weighted numeric grade point average of 90 or above will qualify for Highest (Special) Honors. Such averages will be based on cumulative course credits earned through the end of the first semester of the senior year.



Honors

Students graduating with a cumulative weighted numeric grade point average of 85-89 will qualify for Honors. Such averages will be based on cumulative course credits earned through the end of the first semester of the senior year.

Classes considered “General Education” will be those listed in the courses required for graduation by the State of Mississippi and the East Jasper School District, including Physical Science and all electives that do not have “College Preparatory” prerequisites.

Classes considered “College Preparatory” will be those that are listed in the courses required for admission to public universities in Mississippi above and beyond those courses that are considered “General Education,” such as Accelerated English, Chemistry, Technology Applications II, Agriscience II, and Allied Health II. This will include any electives that have a “College Preparatory Class” as a prerequisite. Classes considered “Advanced Placement” will be true advanced college placement courses. This will also include dual credit courses.

To calculate averages for rank in class and other honors, a cumulative weighted numeric grade point average (GPA) system will be used.

Superintendent’s List

Superintendent’s List—requires all “A’s” in each subject area (90-100). A grade of “B” or lower will not be accepted for *Superintendent's List*.

Principal’s List

Principal’s List—requires all “A’s” and “B’s” (80-89, 90-100). A grade of “C” or lower will not be accepted for *Principal's List*.

Band, chorus, P.E., speech, or handwriting/penmanship grades will not be considered in the averaging of grades for Principal’s List, or Superintendent’s List. Students are recognized each nine-week grading period for academic achievement by the posting of a Superintendent’s List, and Principal’s List on school bulletin boards, in local newspapers, and through other programs.

Immunizations and Vaccinations

It is unlawful for any child to attend school without first being vaccinated with at least one dose of diphtheria, whooping cough, tetanus, red measles, rubella, and polio vaccines and completing the entire series within 90 days. Every student in kindergarten through grade 12 must present a Certificate of Immunization Compliance from his/her doctor or from the health department. The Certificate of Immunization Compliance must be presented in order to attend school. In order to secure this certificate of compliance, it will be necessary for the student to go to the Jasper County Health Department or the office of his/her family physician taking with him/her all official shot records. Before a child can register, the certificate of compliance must be presented. The validation of this certificate will become a permanent part of the student's records and will be valid through grade 12. Effective the 2012-2013 school year all students entering seventh grade **must** have the **T-Dap** (tetanus, diphtheria and pertussis) vaccination.

NOTE: *No student may register or attend school until the Certificate of Immunization Compliance has been received by the school. If the doctor signs the certificate indicating that other doses are necessary, the student will be given 90 days to complete the required immunizations. If they are not completed at the end of the 90 days, the child by law must be suspended until compliance is achieved. MS Code 41-23-37.*

In addition to the required immunizations listed above, all incoming kindergarten students must have a third MMR immunization.

Communicable Diseases

<u>Disease</u>	<u>Exclusions from School</u>
Chicken Pox/Shingles	8 days after eruption appears or until vesicles become dry
Measles(Rubella)	5-7 days after fever and rash fades; clearance by physician
Mumps	9 days after glands swell (until swelling has subsided)
Scarlet Fever	1 day with antibiotic treatment and 4 days without treatment
Hepatitis A B C	Clearance by Physician
Mononucleosis	Clearance by Physician
Conjunctivitis (Pink Eye)	Until under proper treatment
Impetigo	Until under proper treatment
Pediculosis (Lice)	Until nits are gone
Ringworm	Until under proper treatment
Scabies	Until under proper treatment
Fifth Disease	Until no fever is present—any pregnant person exposed should consult with their obstetrician
Influenza (FLU)	Until free of fever
Meningitis	Clearance by Physician
Strep Throat	24 hours after treatment if free of fever
Tuberculosis	Written Permission/Clearance from MS Department of Health Tuberculosis Control Program
Whooping Cough	5 days after treatment has begun
Coronavirus (Covid-19)	14 days and negative test result after exposure 2 consecutive negative test results must be obtained if original test was positive

NOTE: *The principal may require a written note from the student's family doctor or public health department for a student returning after having a communicable or infectious disease.*

Insurance

School insurance is available at the beginning of each school year at a nominal cost to the student. Several plans are available at the option of the parent and student. All students enrolled in welding, any lab-based science courses, and driver education courses are required to have proof of insurance or sign a waiver. Parents of students participating in athletic activities must complete and sign a Participation Clearance Form and provide proof of health and accident insurance. Failure to provide proof of insurance or failure to sign the Participation Clearance Form will require the removal of the student from the program or activity. The school district, by law, cannot assume any responsibility for costs in connection with student accidents or injuries.

Late Entrance

A student residing in the East Jasper School District at the beginning of the school year that is not attending another school and enrolls after the first day of the school in the East Jasper School District must make up work missed because of late enrollment. Failure to make up work missed will be cause for withholding grade for the term's work. All make up work due to late enrollment must be completed by the end of the grading period.

Literacy Initiative, Grades K-3

The Literacy-Based Promotion Act focuses on prevention and intervention to help children develop the reading skills required for fourth grade. To identify reading problems early, teachers will now assess the literacy skills of students in kindergarten through third grade. The Literacy-Based Promotion Act focuses on prevention and intervention to help children develop the reading skills required for fourth grade. To identify reading problems early, teachers will now assess the literacy skills of students in kindergarten through third grade at the beginning and end of the school year. Students who need help will be provided with intensive reading instruction, and their families will be given tips to help at home. Students who do not read on grade level by the end of third grade or do not qualify for a Good Cause Exemption will not be promoted to fourth grade.

Lost and Found

All lost and found articles should be reported to the principal's office. Students who have lost articles should inquire at the office after school to determine if the articles have been reported.


Makeup Work

A student will be allowed to make up work missed following an absence by contacting his/her teacher(s) on the first day back at school. All work missed must be completed within ten days. Regarding excused absences, the principal may grant additional time, if it is determined that the absence is due to extenuating circumstances. However, the initiative must be taken by the student to contact his/her teachers on the first day back at school.

Media Center/Library

1. All pupils in the school are entitled to use the media center and check out books according to the school district's guidelines. Students with library deficiencies or overdue books are not permitted to check out books. Students will pay for lost books or for books that have been damaged.
2. Books taken from the library may be checked out for a two-week period. There will be five cents per day charged for each overdue book.
3. Books on reserve may be borrowed for one period or after school, in which case they must be returned the next morning before the first period starts. There will be twenty-five cents per half-day charge for each overdue reserved book.

MISSISSIPPI SCHOLARS



What is Mississippi Scholars?

The State Scholars initiative began as a national program to utilize business leaders to motivate students to complete a more challenging course of study in high school. Mississippi joined the State Scholars Initiative in 2003. Since then, more than 14,000 Mississippi high school students have graduated with the Mississippi Scholars distinction.

The program begins the 1st day of ninth grade and ends when you graduate high school.

Mississippi Scholars Mission

To encourage and motivate all high school students to complete a defined, rigorous academic course of study that prepares them for successful transition to college or university coursework or vocational and technical training necessary to enter today's competitive job market

What are the benefits of the program?

It better prepares you for life after high school whether you decide to go to community college, technical college. University, they military, or straight into the workforce. Exposure to more rigorous courses is critical.

A Mississippi Scholar has:

- More choices for education after high school
- More opportunities for good jobs
- More money to buy the things you want
- More control over your future

There is no penalty if you try Mississippi Scholars and do not make it through.

Mississippi Scholars Curriculum

for Seniors of School Year 2016 and Later

ENGLISH LANGUAGE ARTS

4 credits must consist of:

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

MATHEMATICS

4 credits must consist of:

- Algebra I (1)
- Geometry (1)

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

SCIENCE

4 credits must consist of:

- Biology I (1)
- Chemistry (1)
- Any 2 Carnegie Units of comparable rigor and content above Biology I and Chemistry (Physics [1] preferred).

Additionally, 1 Carnegie unit may come from a Career Technical Education course.

SOCIAL STUDIES

4 credits must consist of:

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



Mississippi Economic Council
Public Education Forum
www.mississippischolars.ms

ARTS

1 credit of:

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

ADVANCED ELECTIVES

2 credits must consist of:

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

ADDITIONAL REQUIREMENTS

- **40 hours of community or volunteer service during high school for seniors graduating in 2018-2021 (80 hours for seniors graduating in 2022 and later)**
- **Minimum of 18 ACT Composite Score (Overall Score) for seniors graduating in 2016 and later**
- 2.5 cumulative high school GPA on a 4.0 scale
- Three letters of recommendation (one from each of the following — principal, guidance counselor and business/community leader for students with more than 4 in-school suspensions)
- 95% school attendance during 4 years of high school
- No out-of-school suspension

Mississippi Terroristic Threat Law

Senate Bill 2141

Any person convicted of making a terroristic threat as defined by Senate Bill 2141, may face felony charges and up to 10 years of imprisonment.

Mississippi Virtual Public School

Mississippi Virtual Public School offers schools another option of providing courses not currently provided by the district. Students interested in enrolling in a Virtual Public School course should contact the guidance counselor's office. Exit exam courses through this program will not be allowed.

National School Lunch and School Breakfast Programs

The National School Lunch and School Breakfast Programs as administered by the East Jasper School District provide free and reduced price meals for children unable to pay the full price. Students from households who receive food stamps and/or Temporary Aid to Needy Families (TANF) and who have a social security number on file at the school may be eligible for direct certification.

If Provision 2 Status is assigned to the district, then breakfast and lunch are provided to students at no cost.

Organizations and Clubs

Every student is encouraged to participate in at least one school club or organization.

Organizations That Are Prohibited

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

Parent/Guardian Responsibilities

1. A parent, guardian, or custodian of a compulsory-school-age child enrolled in the school district shall be responsible financially for his or her minor child's destructive acts against school property or persons.
2. A parent, guardian, or custodian of a compulsory-school-age child enrolled in the East Jasper School District may be requested to appear at school by the school attendance officer or an appropriate school official for a discipline conference regarding the acts of the child.
3. Any parent, guardian, or custodian of a compulsory-school-age child enrolled in the East Jasper School District who refuses or willfully fails to attend such discipline conferences as specified in the above paragraphs may be summoned after proper notification by the Superintendent of Schools or the school attendance officer and be required to attend such discipline conference.
4. A parent, guardian, or custodian of a compulsory-school-age child enrolled in the East Jasper School district shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.

Parent Teacher Association/Organization and East Jasper P-16 Council

Close cooperation between home, community, and school is fostered by the East Jasper P-16 Council and the East Jasper Parent Teacher Association/Organization. Parents and community/business members are encouraged to join and attend meetings.

Parties

No parties are permitted in the high school, junior high school, or elementary school during the school day unless approved by the principal. All evening parties/dances shall be scheduled with administration.

Perfect Attendance

Perfect Attendance shall be defined and observed by all schools in the East Jasper School District as no absences, no tardiness, and no early dismissals from school. Exceptions shall be school bus tardiness and/or school-sponsored field trips. (EJSD Board Policy JE)

Incentives for Perfect Attendance

The East Jasper School District commends students who make an effort to attend school on a regular basis. Each student who has perfect attendance each year will be awarded a certificate at the end of the year awards ceremonies. As an incentive to encourage better attendance, a student who has perfect attendance in any class any nine-week period will be awarded an increase of two points onto their final nine-week grade. Perfect attendance shall be defined as observed by all schools in the East Jasper School District as no absences, no tardiness, and no early dismissals from school. Exceptions shall be school bus tardiness and or school sponsored field trips.

Progress Reports

At mid-term during each nine weeks' term, the teachers will inform parents of students' progress or the lack of progress. This is done by way of a progress report. In addition, if a student is later identified as possibly failing, the parent will be informed through a second report. Students will sign receipts for the progress report, and it will be their responsibility to discuss the report with their parents. At their discretion, teachers may require the progress reports to be signed by a parent and returned to the school. Parents who wish to receive progress reports more frequently may contact the school counselor.

Prom Policy

1. All school rules apply on citizenship, discipline, drugs, and alcohol (See handbook section regarding Student Conduct.). In addition, any drug/alcohol or other applicable violations will be turned over to law enforcement.
2. Security must be provided. Cost for law enforcement will be paid for by the sponsoring committee.
3. Admission: Invitation and/or Tickets
4. East Jasper students attending prom must be HHS juniors or seniors. Dates of HHS prom attendees may be other HHS students (juniors or seniors) or non-district students who are high school juniors or seniors or are under the age of 21.
5. Must end at 11:30 P.M.
6. Decorations and clean-up are the responsibility of the junior class.
7. All refreshments remain in a designated area of the building.
8. Final plans for the activity must be approved by the administration of the school.
9. Rules will apply to all situations. When there is a question, the decision of the school administration will apply.
10. In order for students to qualify for king or queen, there should be no suspensions from the present school term and no more than one minor referral.
11. Additional security must be provided.

Note: All school administrators and teachers must be present for the prom that is applicable to their school campus and/or grade level(s).

Promotion and Retention

Retention shall be used only when it is to the academic advantage of the student. Under no circumstances shall a student be retained for extracurricular purposes. Teachers and administrators must rely on their professional judgment and expertise as they consider whether retention is the most feasible course of action for individual students.

Decisions relating to the retention of students can be made only after all available information has been compiled, the appropriate personnel have been involved, sufficient communication with parents has been conducted, and principal input has been received. Specific criteria for each grade level are as follows:

Kindergarten

Kindergarten students may be retained if the student does not meet the applicable state benchmarks or master the state standards.

Grades 1-3

The Literacy-Based Promotion Act focuses on prevention and intervention to help children develop the reading skills required for 4th grade. To identify reading problems early, teachers will now assess the literacy skills of students in Kindergarten through 3rd grade at the beginning and end of the school year. Students who need help will be provided with intensive reading instruction, and their families will be given tips to help at home. *Students who do not read on grade level by the end of 3rd grade or do not qualify for a Good Cause Exemption will not be promoted to 4th grade.*

Grades 1-8

Promotion and retention requirements for grades 1-8 will be fully implemented. If a student in grades 1-8 is to be promoted to the next level, the student must demonstrate mastery of the district and state core skills that are outlined in the Mississippi Curriculum Framework at a minimum of 65%.

In Grades 1-8, students must pass Reading, English/Language Arts, Math, and Science.

Report Cards/Academic Credit

Report cards will be issued following the end of each nine-week term. Grades will be recorded for both academic work and school behavior. Grades will be awarded on the basis of the student's performance.

1. The East Jasper School District will accept transfer students and award credit for grades during the school year if the student is enrolled in the East Jasper School District for at least 20 school days. A student enrolled in the East Jasper School District for less than 20 school days will receive an incomplete grade except for those students transferring into the school whose grades in progress at a previous school are sent to the principal's office. Grades in progress will be averaged with grades received while in attendance in the East Jasper School District.
2. A student withdrawing from school prior to the last day of the grading period will not receive a final grade but will receive grades in progress for that term (See handbook section regarding withdrawals).
3. Examinations will not be administered prior to the regularly scheduled time.
4. In order for students to receive term, semester, or yearly grades, all courses or grade level requirements must be met.
5. Parents should be aware of dates when report cards will be issued. Parents should expect students to have their report cards on dates as noted in the school calendar.

Report Cards/Issuance

All schools will be responsible for issuing report cards, progress reports, and other necessary reports to the students/parents. (Students/parents will sign for documents received.)

Safety Act of 2001 – (Senate Bill 2239: Mississippi Schools)

Disruptive Behavior— "Conduct so unruly, disruptive, or abusive that it seriously interferes with the ability to communicate with students, students' ability to learn, or with the operation of the school."

Habitually Disruptive— “Disruptive behavior acts committed on three occasions that requires the intervention of school personnel.” The section further provides that no student may be so classified until a behavioral modification plan is developed in accordance with the code of student conduct and discipline plans of the district. For students age 13 and older, after the second occurrence of disruptive behavior, an administrator, teacher, and parent must develop a behavioral modification plan. After the plan is developed, and the student commits a disruptive act for the third time, the student is subject to automatic expulsion. In the case of a student younger than age 13, in addition to the behavior modification plan, the student also must undergo a psychological evaluation.

A behavior modification plan may be developed and implemented even if the parent declines to participate in the process.

Safe Schools

In accordance with Title IX, Section 9532 of the Elementary and Secondary Education Act (ESEA), now reauthorized as the ESSA (*Every Student Succeeds Act*) and formerly the *No Child Left Behind Act of 2001*, the East Jasper School District will implement the Unsafe School Choice Option (USCO) policy, which allows students who attend a school deemed "persistently dangerous" or those who are victims of a serious violent crime to transfer to a safe school within the Local Education Agency.

All states must have labeled schools as "persistently dangerous" by July 1, 2003, and each July 1st thereafter. Additionally, the states must provide a transfer option to students attending a persistently dangerous school as well as those students who are victims of a violent criminal offense by the start of the 2003-2004 school year and the start of each school year thereafter. The schools in the East Jasper School District have been labeled Safe Schools by the Mississippi Department of Education. For added safety and security, video cameras are used on the premises of the East Jasper School District (i.e., hallways, cafeteria, entrances, buses, etc.).

Fighting

Students who are involved in assaults, who engage in fighting, or who are responsible in any manner for fighting while under the jurisdiction of the school will be subject to arrest, removal, and/or expulsion from school in accordance with state statutes. This includes fighting while on a bus, at a bus stop, or at any activity/event sponsored by the East Jasper School District.



Grades Pre-K – 3 Up to 5 days Out-of-School Suspension

- **Grades 4 – 6** **5 Days Out-of-School Suspension and recommendation for Alternative School**
- **Grades 7 – 12** **5 days Out-of-School Suspension and 40 days in Alternative School**

(Administrator discretion applies)

Gang or Unauthorized Group Activity or Association

Gangs or unauthorized/non-school-sanctioned groups that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or that disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute that indicates or implies membership or affiliation with such a gang/group, presents a clear threat to educational objectives and creates an atmosphere where unlawful acts or violations of school regulations may occur.

Incidents involving initiations, hazing, intimidation, and/or related activities of such group affiliation that are likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

The school district shall enforce the above rule and attempt to ensure that any student wearing, carrying, or displaying gang/unauthorized group paraphernalia or exhibiting behavior or gestures that symbolize gang/unauthorized group membership and/or participating in activities that intimidate or affect the attendance of another student shall be subject to appropriate disciplinary action, in accordance with the disciplinary ladder.

Tobacco Possession or Use

Possession or use of tobacco in any form is prohibited within the school buildings, on the school campus, on school vehicles going to and from school, or in the general vicinity of the school campus. Anyone smoking on campus could be subject to a fine. Students possessing or using tobacco in any form at school will be suspended. **This includes the use of e-cigarettes and/or vaping.**

Vandalism

The school district will not tolerate students writing on or otherwise defacing school buildings. Students guilty of this offense will be placed on the disciplinary plan according to the school policy, and restitution will be required from the students and/or their parents/guardians.

Weapons on School Premises (East Jasper Board Policy)

The East Jasper Board of Education recognizes that the possession of pistols, firearms, weapons, and any other objects that can be used as weapons on school premises or at school functions by persons other than duly authorized law enforcement officials creates an unreasonable and unwarranted risk of injury or death to district employees, students, visitors, and guests. It further creates an unreasonable and unwarranted risk of damage to properties of district employees, students, visitors, and guests. Because of such dangers, the East Jasper Board of Education hereby prohibits the possessions of pistols, firearms, weapons, and other objects by any individual other than by duly authorized law enforcement officials on school premises, regardless of whether any such person possesses a valid permit to carry such pistols, firearms, weapons or any other object that can be used as a weapon. SB-2767, (43-21-151), SB-3349 (97-37-17). Possession of such weapons may result in expulsion from school for one calendar year.

Inappropriate Conduct That May Results in Charges Filed/Referrals to Youth Court Judge

- Disturbing the Peace/School Day (e.g., /Fights, Cursing School/District Employees
- Disorderly Conduct (e.g., Failure to Comply with SRO or Law Enforcement)
- Simple Assault by Threat to School/District Employees



(These consequences are in addition to school/district-level disciplinary actions. Administrator discretion applies.)

School Bus Discipline

The privilege of riding a school bus carries with it some responsibilities on the part of the students. Drivers are expected to keep order and discipline on the bus, but their major responsibility is driving the bus. Therefore, students are expected to adhere to the following regulations:

School Bus Regulations

Students must be at assigned stops at loading times.

1. At no time are students to touch the outside of the bus or hang heads, arms, legs, bodies, or hands out the windows of the bus.
2. Immediately upon entering the bus, students are to be seated and are to remain seated until they arrive at their destination—school in the morning and bus-unloading zone in the afternoon.
3. Students will board the bus and leave the bus according to the instructions of the bus driver. Students are to obey all directions of the bus driver.

4. Students may not leave the bus on its way to or from the school except at their designated stop.
5. Students are not to throw or in any way sail/shoot/pitch objects on or from the bus.
6. Students must sit in the seat assigned by the driver; drivers have the option of delegating students to an assigned seat.
7. The bus must come to a complete stop before students try to enter or exit the bus.
8. Loud talking and other loud noises are not permitted on the bus.
9. Students are not allowed to damage any part of the school bus. Students and parents will be held financially responsible for any damage done.
10. No beverage or food may be consumed on the school bus.
11. Chewing gum is prohibited on the bus.
12. Intentional littering of the bus is prohibited.
13. Students must identify themselves properly when requested to do so by school bus personnel.
14. Vulgar language is prohibited on the bus.
15. Students are not to molest or bother in any way (harass, intimidate, or threaten) other students while waiting for the bus or while riding the bus.
16. Students will not fight on the bus or at the bus stop.
17. Use or possession of dangerous objects on the bus or at the bus stop is forbidden.
18. Students will not use, sell, or possess drugs, alcohol, or tobacco on the bus or at bus stops.
19. Stealing is prohibited.
20. Open defiance or open displays of disrespect or insolence toward bus driver will not be condoned.
21. Other misbehaviors as determined by the administration, including a pattern of repeated bus misbehavior, will not be permitted.
22. No soliciting, candy sales, or fundraising on the bus.
23. No radios, CD players, headphones, cell phones, or other electronic devices on the bus, excluding devices **used** for instructional purposes.
24. No doo-rags, headscarves, or boys wearing earrings on the bus.
25. Once doors are closed and the bus is in motion, doors will not be opened.
26. If students fight on the bus before leaving campus, the students will be removed from the bus immediately.
 - Any act that places the safety of students on the bus at risk will be referred to school administration for appropriate action.
 - A student’s failure to follow regulations will result in placement on the Transportation Discipline Plan.
 - Student behavior will be monitored on a random basis through video recording equipment installed on district buses.
 - Students found to be continually disruptive will have riding privileges on the bus revoked. The severity of the offense will determine the number of days the student will be suspended from the bus.
 - For severe offenses on the bus, the student faces school suspension, in addition to bus suspension.
 - Students will not be allowed to ride another bus if they are currently suspended from a bus. Non-students will not be allowed in any part of the bus at any time during the transporting of students.

Public Law 37-11-21

Abuse of Superintendent, Principal, Teacher, or School Bus Driver; Penalty “If any parent, guardian, or other person shall insult or abuse any **superintendent, principal, teacher, or bus driver** during the session of school in the presence of school pupils, such person shall be guilty of a misdemeanor and, upon conviction, shall be punished by a fine of not less than \$10.00, not more than \$50.00.”

Public Law 37-41-2

Interference with Operation of School Bus; Penalty

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

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

Senior and Junior Officers

The senior and junior classes will elect by secret ballot the following officers: president, vice-president, secretary, and treasurer. Qualifying candidates must receive an endorsement from 10% of the class to be eligible to run for class office. Students also must have endorsements from three of his/her current teachers. If currently a class officer, one of the three teacher endorsements must be from his/her class sponsor. Students failing to submit endorsements by the designated deadline will not qualify for the office. A candidate's speech is required and will be given in general assembly. A candidate's speech must be submitted to the office and certified by the principal two days before speeches are given. The speech must be delivered as submitted and approved with no additional or ad-lib remarks. Candidates who alter their approved speeches will be declared ineligible and removed from the ballot.

In order to qualify as a candidate, the student must have sufficient credits to be classified as a member of the class he/she wishes to represent.

Senior Awards

All interested students should investigate any available scholarships through the Guidance office.

1. Projected honors graduates and highest honors graduates will be announced in the Senior Recognition Program. Honor cords are presented at graduation practice or graduation exercises to students officially graduating with honors and highest honors.
2. The National Merit Scholarship Corporation names national Merit Scholarship Finalists annually. All interested students must take the Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT) October 12th or 15th to be considered as a finalist. Additional information may be obtained from the high school Guidance/Counseling office. The Heidelberg High School Band presents awards annually to the most outstanding seniors in the band. Other band awards are given as well.
3. The National Honor Society awards academic scholarships. Many seniors may enter local, state, and national essay contests and are recognized as winners.
4. Awards are presented to seniors by a number of civic and professional organizations.
5. Vocational medals are awarded in each vocational area.
6. Science awards are presented to winners of science fair competitions.
7. Reading awards are presented to winners of reading fair competitions.
8. Numerous scholarships are offered for academic excellence, athletics, and other achievements by civic clubs, community organizations, professional groups, and colleges.

Senior Recognition Program

During the Senior Recognition Program, the recipients of scholarships and awards, as well as other outstanding accomplishments of the senior class, are announced.

Sexual Harassment (East Jasper School Board Policy)

It is the policy of the East Jasper School District that no employee or student may sexually harass another. Any employee or student will be subject to the appropriate disciplinary action for violation of this policy. Sexual harassment is illegal under both state and federal law and is a violation of the rules and regulations of the East Jasper Board of Education. Sexual harassment should not be tolerated by any employee or student of the East Jasper Public School System, and any such actions should be reported to the Title IX Coordinator.

Definitions of Sexual Harassment

Sexual harassment includes continued or repeated verbal abuse of a sexual nature including, but not limited to, graphic commentaries on the victim's body, sexually aggressive objects or pictures in the workplace, sexually degrading words used to describe the victim, or propositions of a sexual nature. Sexual harassment also includes the threat or insinuation that the lack of sexual submission will adversely affect the victim's employment, wages, advancement, assigned duties or shifts, academic standing, or other conditions that affect the victim's livelihood.

How to Recognize Sexual Harassment

Sexual harassment includes sexual advances, requests for sexual favors, and other verbal or physical actions of a sexual nature directed toward employees, students, or applicants for position in the East Jasper School System, particularly when one or more of the following circumstances are present:

1. Toleration of sexual harassment as a condition of employment, admission, or academic evaluation
2. Submission to or rejection of sexual harassment as a basis for a personnel or academic decision affecting an individual
3. Interference with an individual's work performance
4. Creation of an intimidating hostile or offensive working or learning environment.

Actions That May Constitute Sexual Harassment

Sexual harassment may include, but is not limited to, such actions as:

1. Comments or jokes about individuals of the opposite sex or same sex (i.e. gay, fag, queer, etc.)
2. Explicit, derogatory sexual remarks
3. Placing obscene photographs, cartoons, graphics, or suggestive objects in the workplace
4. Physical contact such as petting, grabbing, pinching, or constant brushing against another's body
5. Any repeated or unwanted verbal or physical sexual advances that are offensive or objectionable to the recipient or that cause the recipient discomfort or humiliation or that interfere with the recipient's job performance
6. The threat or insinuation that the lack of sexual submission will adversely affect the victim.

Sororities, Fraternities, and Secret Organizations

State laws specifically prohibit the existence of any sorority, fraternity, or secret society as a part of any high school in Mississippi. The East Jasper School District expressly prohibits the use of The New William J. Berry Elementary School or Heidelberg High School as a part of the name of any of these groups, raising funds in the name of The New William J. Berry Elementary School or Heidelberg High School (including wearing of unusual dress, signs, and directions, or instructions given to initiates by members), and the use of any school facility (grounds or buildings) for the purpose of meeting or holding any type of program or exhibition.

The above regulations are not all inclusive; other conduct in connection with these groups is forbidden at or in the schools. Students who violate the position of the East Jasper School District in this matter will be subject to suspension, with a parental conference required before student reinstatement.

Smoking/Tobacco (Cigarettes—Cigars—Vaping—Chewing)

MS Code § 97-32-29 (2019)

No person shall use any tobacco product on any educational property as defined in Section 97-32-27. Any person who violates this section shall be subject to a fine and shall be liable as follows: (a) for a first conviction, a warning; (b) for a second conviction, a fine of Seventy-five Dollars (\$75.00); and (c) for all subsequent convictions, a fine not to exceed One Hundred Fifty Dollars (\$150.00) shall be imposed.

Any adult found in violation of this section shall be issued a citation by a law enforcement officer, which citation shall include notice of the date, time and location for hearing before the justice court having jurisdiction where the

violation is alleged to have occurred. For the purposes of this section, “subsequent convictions” are for violations committed on any educational property within the State of Mississippi.

The East Jasper School District prohibits the use of tobacco and/or smoking on school grounds. Violations will result in disciplinary actions as listed in the district discipline matrix.

Special/Exceptional Education Discipline Procedures

Removal due to violation of district’s code of conduct for IDEA eligible student that does not constitute a change in placement

The school will provide parents a notice of disciplinary action and procedural safeguards no later than the date the decision is made to take action.

1. School personnel may remove a student from his current placement when the behavior represents an immediate physical danger to himself or others or constitutes a clear emergency within the school such that removal from school is essential. Such violations of school rules may result in a removal for 10 consecutive school days or less. Services must be provided after removal for 10 school days. Removal must be consistent with district’s policies and comparable to action applied to non-disabled students.
2. Additional removals of 10 consecutive school days or less in the same school year for separate violations of school rules are permissible as long as the removals do not constitute a change in placement. When such removals are made the following criteria apply:
 - a. Services must be provided following 10 days of removal;
 - b. Removals are made to the extent such removals would be applied to non-disabled students;
 - c. The behavior exhibited represents an immediate physical danger to the student or to others or constitutes a clear emergency within the school; and
 - d. Removals on multiple occasions in a school year are not used as a means of avoiding the requirements of addressing a student’s behavior as part of the Individualized Educational Plan (IEP) requirements.
3. After a student has been removed from his current placement for more than 10 school days in the same school year, during any subsequent days of removal school personnel, in consultation with the student’s exceptional education teacher, determine the extent to which services are necessary to enable the student to appropriately progress in the general curriculum and appropriately advance toward achieving goals set out in the student’s IEP.

Removal due to violation of district’s code of conduct for IDEA eligible student that does constitute a change in placement

The school will provide notice of disciplinary action and procedural safeguards no later than the date the decision is made to take action.

1. School personnel may remove a student from his current placement for more than 10 consecutive school days in a school year when the behavior represents an immediate physical danger to himself or others or constitutes a clear emergency with the school, but services must be provided after removal for 10 days.
2. Although school personnel may remove a student from his current placement for 10 consecutive school days or less for separate violations of school rules in a school year, multiple removals must be reviewed by school personnel to determine if such removals constitute a pattern that results in a change in placement for the student. A series of removals that constitute a pattern are those removals that a) accumulate to more than 10 school days in a school year, and b) result in a change in placement because of factors such as the length of each removal, the total amount of time the student is removed and the proximity of the removals to one another.

A removal for a specified timeframe must be consistent with district policies and comparable to action applied to non-disabled students. In the above circumstances, an IEP Committee meeting is held, and one of two paths will be followed:

1. Before or not later than 10 business days after first removing a student for more than either 10 school days in a school year or commencing a removal that constitutes a change in placement, develop a functional behavioral assessment (FBA) plan or if the student has a behavior intervention plan, review and modify, as necessary, to address the behavior. As soon as practicable after completing the FBA, the committee must meet again and develop a behavioral intervention plan to address the behavior.

If subsequently, a student who has a behavior intervention plan is subjected to a removal that does not constitute a change in placement, the committee members must review the behavioral intervention plan and its implementation to determine if modifications are needed. If one or more of the committee members believe that modifications are needed, the committee must meet to modify the plan and its implementation, as necessary.

2. Immediately or within 10 school days, conduct a manifestation determination review based on specified standards.
 - a. If standards are met, relevant disciplinary procedures applicable to children without disabilities may be implemented, but services must be provided. Determine placement that enables a student to a) appropriately progress in the general curriculum, and b) appropriately advance toward achieving the goals set out in the current IEP. Written prior notice must be given to the parent.
 - b. If any standard is not met, the committee will review the student's services and placement and revise the IEP, as needed.

Revisions must be implemented without unnecessary delays. A change in placement that is appropriate and consistent with the student's needs may be implemented subject to the parent's procedural safeguards. Placement must enable the student to:

- a. appropriately progress in the general curriculum
- b. appropriately advance toward achieving the goals set out in the current IEP. Written prior notice must be given to the parent.

A parent may request an expedited hearing if in disagreement with the manifestation determination or change in placement. A hearing may also be requested if there is a disagreement with the provision of a *Free Appropriate Public Education* (FAPE). Pending a hearing or judicial proceeding, the student remains in his current placement unless the parent and school personnel agree otherwise. A district is not prohibited from seeking judicial relief through measures such as a temporary restraining order, when necessary.

Removal due to dangerous behavior of IDEA eligible student

School personnel will report any crime to law enforcement authorities and will provide parent notice of disciplinary action and procedural safeguards no later than the date the decision is made to take action.

School personnel may recommend removal from current placement for more than 10 consecutive school days (change in placement). Services must be provided after removal for three school days. Removal for specified timeframe must be consistent with district policies and comparable to action applied to non-disabled students.

In the above circumstances, an IEP Committee meeting is held, and one of two paths will be followed:

1. Before or not later than 10 business days after first removing a student for more than either 10 school days in a school year or commencing a removal that constitutes a change in placement, develop a Functional Behavioral Assessment (FBA) plan or if the student has a behavior intervention plan, review and modify, as necessary, to address the behavior. As soon as practicable after completing the FBA, the committee must meet again and develop a behavioral intervention plan to address the behavior.

If subsequently, a student who has a behavior intervention plan is subjected to a removal that does not constitute a change in placement, the committee members must review the behavioral intervention plan and its implementation to determine if modifications are needed. If one or more of the committee members believe that modifications are needed, the committee must meet to modify the plan and its implementation, as necessary.

2. Immediately or within 10 school days, conduct a manifestation determination review based on specified standards.
 - a. If standards are met, relevant disciplinary procedures applicable to children without disabilities may be implemented, but services must be provided. Determine placement that enables a student to a) appropriately progress in the general curriculum, and b) appropriately advance toward achieving the goals set out in the current IEP. Written prior notice must be given to the parent.
 - b. If any standard is not met, the committee will review the student's services and placement and revise the IEP, as needed. Revisions must be implemented without unnecessary delays. A change in placement that is appropriate and consistent with the student's needs may be implemented subject to the parent's procedural safeguards. Placement must enable the student to a) appropriately progress in the general curriculum, and b) appropriately advance toward achieving the goals set out in the current IEP. Written prior notice must be given to the parent.

A parent may request an expedited hearing if in disagreement with the manifestation determination or change in placement. A hearing may also be requested if disagreement with the provision of a FAPE. Pending the hearing or judicial proceeding, the student remains in his current placement unless the parent and school personnel agree otherwise. A district is not prohibited from seeking judicial relief, through measures such as a temporary restraining order, when necessary.

The district may request an expedited hearing if the district contends it is dangerous for the child to be in the current placement. The hearing officer may order an appropriate placement due to dangerous behavior if specified standards are met. A hearing officer may order a placement for no more than 45 calendar days. A district may repeat its request for an expedited hearing, as necessary. A district is not prohibited from seeking judicial relief through measures such as a temporary restraining order, when necessary.

Removal due to weapon or illegal drug offense for IDEA eligible student

School personnel will report the crime to law enforcement authorities AND order a change in placement to an interim alternative placement OR recommend removal from current placement for more than 10 consecutive school days (change in placement) based on district policies. The school will provide parent notice of disciplinary action and procedural safeguards no later than the date the decision is made to take action.

Interim Alternative Educational Setting (IAES)

School authorities may order removal for 1) up to 10 consecutive school days (providing services after three school days) while convening an IEP Committee, and subsequently 2) not more than 45-calendar days in an Interim Alternative Educational Setting (IAES).

The IEP Committee Meeting will adhere to the following procedures:

1. Before or not later than 10 business days from the decision date to take action, develop a functional behavioral assessment (FBA) plan or if the student has a behavior intervention plan, review and modify, as necessary, to address the behavior. As soon as practicable after completing the FBA, the committee must meet again and develop interventions to address behavior.
2. Immediately or within 10 school days, conduct a manifestation determination review based on specified standards.

3. Determine IAES placement. The IAES must enable the student to a) continue to progress in the general curriculum, b) continue to receive services in the current IEP that will enable the student to meet the goals set out in the IEP, and c) include services and modifications to address the behavior so that it does not recur. Written prior notice for change of placement must be given to the parent.

Need for Additional IEP Meeting Prior to Day 45

If the district decision is for expulsion, the committee must meet to determine the subsequent placement that should begin immediately following the 45-calendar day placement in an IAES. Written prior notice for change in placement must be given to the parent.

Expedited Due Process

The parent may request a hearing if in disagreement with the manifestation determination, IAES placement or subsequent change in placement. The student remains in IAES until expiration of the 45-calendar day placement. On day 45, the student returns to prior placement unless parent and school personnel agree otherwise.

The district may request an expedited hearing if the district contends it is dangerous for the child to be in the prior placement. The hearing officer may extend the IAES placement or order another appropriate placement due to dangerous behavior if specified standards are met. A hearing officer may order a placement for no more than 45 calendar days. A district may repeat its request for an expedited hearing, as necessary. A district is not prohibited from seeking judicial relief through measures such as a temporary restraining order, when necessary.

Change in Placement

School personnel may recommend removal from current placement for more than 10 consecutive school days (change in placement). Services must be provided after removal for three school days. Removal for specified timeframe must be consistent with district's policies and comparable to action applied to non-disabled students.

The IEP Committee will follow the following procedure:

1. Before or not later than 10 business days from the decision date, develop a FBA plan or if the student has a behavior intervention plan, review and modify, as necessary, to address the behavior. As soon as practicable after completing the FBA, the committee must meet again and develop behavioral interventions to address the behavior.
2. Immediately or within 10 school days, conduct a manifestation determination review based on specified standards.
3. Determine placement. The change in placement must enable the student to a) appropriately progress in the general curriculum, and b) appropriately advance toward achieving the goals set out in the current IEP. Written prior notice for change of placement must be given to the parent.

Due Process

A student who has been suspended or expelled or otherwise denied admission to attend school has the right to due process. All aspects, circumstances and records of the student's case shall be confidential and available only to authorized school officials dealing directly with the student or to the student's parents, legal guardians or attorneys for the student or for the Board. The following procedures provide notice and opportunity to be heard in such matters.

STEP ONE: INITIAL INFORMAL HEARING

Applies to: Suspensions of 10 days or less, suspension of 11 days or more, recommendations of expulsions, and denials of admission

1. An initial informal hearing is required in each case where disciplinary action may be taken against a student and where an expelled student makes application of readmission following the conclusion of the expulsion

period. After an initial investigation appropriate under the circumstances, the principal, superintendent or designee shall:

- a. Advise the student of the charges against him or reasons for no admission;
- b. Afford the student a full opportunity to respond; and
- c. If the student denies the charges or contests the reasons for non-admission; explain the evidence in support thereof.

After the informal hearing, the principal may take the following actions:

SUSPENSION OF 10 DAYS OR LESS:

The principal may issue to the student and legal guardian a notice of suspension not longer than 10 consecutive school days. The suspension is effective immediately and no further due process is required.

IMMEDIATE REMOVAL:

The principal may immediately dismiss the student from school for the day when such is necessary to restore order, to protect the safety of the student or others and/or to resume normal school functions but when an immediate suspension is not or may not be appropriate. A student sent home under these circumstances shall be instructed to return the following day with his legal guardian. Should the student not return as instructed, the principal shall mail a "Notice of Suspension" for 10 days or less, as appropriate.

IMMEDIATE SUSPENSION AND RECOMMENDATION OF EXPULSION:

The principal or superintendent shall immediately suspend a student for 10 days or less and recommend expulsion when there is reason to believe that the student committed an unlawful or violent act, as defined or otherwise provided by District policy. The suspension shall be effective immediately, pending conclusion of due process on the recommendation of expulsion.

IMMEDIATE SUSPENSION AND RECOMMENDATION OF SUSPENSION OF 11 DAYS OR MORE/EXPULSION:

The principal or the superintendent may immediately suspend a student for 10 days or less and recommend a suspension of 11 days or more or expulsion, as appropriate under the circumstances. The suspension shall be effective immediately, pending the conclusion of due process on the recommendation of long-term suspension or expulsion.

DENIAL OF ADMISSION:

The principal or superintendent may recommend a denial of admission, which shall be effective immediately, pending the conclusion of due process.

STEP TWO: APPEAL

Applies to: Suspensions of 11 days or more: expulsions and denials of admission

If after the initial hearing the principal or superintendent determines that a recommendation of suspension for 11 days or more, expulsion or other denial of admission is the appropriate disciplinary action:

1. The principal or superintendent shall give the student a written "Notice of Suspension and Recommendation of Expulsion/Non-admission and Statement of Rights" in a form provided by the superintendent for such purposes.
2. The notice shall contain a statement of the charges/reasons, advise the student of his rights to legal counsel, to present witnesses and to cross-examine witnesses presented against him and state the date, time and place for

- hearing. A copy of the notice will be hand-delivered to the student when possible and the original hand-delivered or mailed to the legal guardian.
3. A hearing before the Discipline Review Committee shall automatically be scheduled no later than the tenth school day following the date of notice.
 4. Pending the outcome of the hearing before the Discipline Review Committee:
 - a. The student may be offered temporary placement in the alternative school program when the counselor verifies the student's suitability for such program and, in such case, the hearing before the Discipline Review Committee may be held at any appropriate time without application of the 10-day limitation. However, the District may not offer temporary placement when the offense upon which the action is based is gang or group-related fighting, violation of prohibitions against weapons or controlled substances, assault of a staff member or other unlawful or violent act.
 - b. The student may be allowed to remain in school if the principal or, in the case of no admission, the superintendent determines that his continued presence is not detrimental to the normal functioning of the school program and, in such case, the hearing before the Discipline Review Committee may be held at any appropriate time without application of the 10-day limitation.
 - c. The hearing will be before the Discipline Review Committee
 - i. The Discipline Review Committee shall be composed of three or more school administrators, none of whom may be on the staff of the school from which the student is enrolled.
 - ii. The superintendent's designee will serve as the investigator, convener and administrative officer of the Committee but shall not vote.
 - d. The Committee or insert appropriate body or designee] shall hear and consider all cases presented and is authorized to:
 1. To concur or not concur in the suspension, expulsion or non-admission recommendation;
 2. To confirm or specify the duration of a suspension of eleven days or more, to remove the suspension or expulsion or to recommend admission; and
 3. Subject to review and approval of the superintendent, to recommend limited or unlimited expulsion or no-admission to the board.
 4. The Discipline Review Committee shall prepare a written summary of each case.
 5. All expulsion and non-admission recommendations shall be subject to review by the superintendent and by the board.
 6. After completing this appeal step, a parent/legal guardian review of the decision by the board. A request for review must be submitted to the board within 2 days after receiving a decision at this appeal step.

STEP THREE: REVIEW BY THE SUPERINTENDENT

Applies to: Expulsions and denials of admission

The superintendent shall review all recommendations by the Discipline Review Committee for expulsions or denials of admission:

1. If the superintendent concurs in the decision of the Discipline Review Committee, she shall submit the recommendation to the Board for final action.
2. If the superintendent does not concur in the decision of the Discipline Review Committee, she may remove expulsion, assign an appropriate duration of suspension or recommend expulsion or, in the case of other denial of admission, recommend admission.
3. All recommendations by the superintendent of expulsions or denials of admission shall be subject to review by the board.

STEP FOUR: REVIEW BY THE BOARD

Applies to: Suspensions (only upon request by parents), expulsions, and denials of admission

The board shall, at its next regular or special meeting following the recommendation, review and take final action

on all recommendations for expulsions, denial of admission and any requests for review of suspensions. All consideration of student disciplinary actions shall be conducted in accordance with standard board procedure. All decisions by the board shall be final.

According to a 1998 Attorney General Opinion, automatic fail provision of an absences policy may not apply against legal, excused absences. Such absences policies may not be applied against absences resulting from disciplinary suspensions if absences policies are applied to truant children who are otherwise passing, the district must afford the child procedural due process. (Attorney General Opinion, Carter, 1-9-98) (#183) (97-0817).

Special Notes

State Regulations on School Violence

Mississippi state regulations regarding school violence and weapons are included in this handbook. The regulations provide for penalties as specified related to weapons, assaults, drugs, and other matters of particular concern to parents, students, school employees, or other persons. Parents and students are responsible for compliance with the law and for familiarizing themselves with the consequences of violation of the law. (See the Appendices section of this handbook.)

Students and News Media

The school district affords parents/guardians options regarding the inclusion/exclusion of names and/or pictures of their children in school publications and school-related articles or the inclusion/exclusion of their children in other school-related news media programs. Parents/guardians must ensure that the Media Release Form is promptly completed and returned to their child's school, particularly when denying permission to include child's image in media-related releases. (See Media Release Form in the Appendices section of this handbook.)

Special Programs and Services

1. Exceptional Education Program for Learning Disabilities: Various education programs are available for students who have been screened and determined for special placement.
2. Removal of children from Exceptional Education Classes: Children placed in an exceptional education program can be removed only under the following circumstances:
 - a. The parent requests removal of the child from Exceptional Education and agrees in writing to the removal after consultation with local school district personnel or agency officials.
 - b. The child is withdrawn from school by the parent.
 - c. A due process hearing (or appeal for review by the State Department of Education) results in the directive to remove the child from Exceptional Education.
 - d. The child is re-evaluated and determined ineligible for exceptional education by a screening team, and the removal is consistent with the child's IEP. The only time the Assessment Team may recommend an ineligible ruling is when the student is no longer in need of exceptional education services. To remove students previously ruled Learning/Speech Disabled (L/S), each Service's Form DI-SE-F44 must be submitted by the LSC to the screening team for ineligible L/S rulings.
 - e. The child's behavior represents an immediate physical danger to himself/herself or others and constitutes a clear emergency within the school such that removal from school is essential. Such removal shall be for no more than three days and shall trigger a formal comprehensive review of the child's IEP. If there is a disagreement as to the appropriate placement of the child, the child's parents shall be notified in writing of their rights to a SPED impartial due process hearing. Serial three-day removals from SPED are prohibited.
 - f. In case of a state agency:
 1. There has been a determination, pursuant to the written policy and procedures established by that agency, that the child is no longer handicapped and in need of exceptional education, or
 2. The child's admission to the agency program was pursuant to medical or judicial order, and that order has been modified by the physicians or the court.

3. Classes are provided for gifted students who meet eligibility requirements in the enrichment program in grades two-eight
4. The East Jasper School District is a school-wide Title I school district, and all children receive Title I benefits.
5. Guidance Services encompass comprehensive testing, counseling, and placement programs.
6. **Child Find** Program is an ongoing project to locate, identify, evaluate, and place handicapped children.
7. Drop-out prevention is provided through placement in the East Jasper Alternative School.

Sports

The Heidelberg High School athletic program includes the following major sports: football, basketball, track, baseball, cross-country, fast-pitch softball, slow-pitch softball, and powerlifting.

Heidelberg High School participates in District, South Mississippi, and State Tournaments.

The track season extends from March to May. The regular baseball season begins in March.

Sports activities are governed by the rules and regulations of the Mississippi High School Activities Association.

Staff-Student Relations

Staff members shall regard each student as an individual. The staff shall respect all students and treat them with courtesy and consideration.

Students are expected to regard staff members as persons with specific knowledge and capabilities. No student shall be allowed to interfere with the learning of other students.

Star Student

The Mississippi Economic Council and its M.B. Swayze Foundation sponsors the Student-Teacher Achievement Recognition (STAR) Program in an effort to encourage scholastic achievement among the state's high school students. The STAR Program has two specific purposes:

- 1) Emphasize scholastic excellence and encourage greater scholastic effort among Mississippi students.
- 2) Recognition of the teaching profession.

STAR Student Requirements

To be eligible for the STAR Student honor, a student may be a regularly enrolled senior or an approved dually enrolled student in an accredited public or private high school and or an accredited post-secondary institution. The student must be completing his or her last year of work and must be eligible to receive a diploma in the current school year. The student must have an overall ACT composite score of at least 25 and an overall average of 93 or above in selected subjects in the ninth, tenth, eleventh, and first-semester twelfth grades. Other criteria may be applicable based on Mississippi Economic Council (MEC) guidelines.

Selection of the STAR Student: The steps for designating the STAR Student are:

- 1) Determine which senior has the highest score on the ACT. The ACT must have been taken before December 31st, the year prior to the Education Celebration. *Only permanent-record-label ACT scores on file in the high school office are to be considered.
- 2) Verify that the student with the highest ACT score meets the minimum requirements for a STAR Student – minimum overall ACT composite score of 25; minimum overall average of 93. Grades in the ninth, tenth, eleventh, and first-semester twelfth grade are used to determine the STAR Student's average. Only the following subject areas are to be included: English, Mathematics, Science, Social Studies and Foreign Language.

3.) If your school has more than one senior with an overall ACT composite score of 35 or about and overall average of 93, designate each as a STAR Student.

4) In the event of a tie on the ACT score for students scoring 34 and below, please use the following steps to break the tie:

Step 1: Total ACT Test Scores (English, Foreign Language, Mathematics, Science, and Social Studies) for each student involved in the tie. Select the student having the highest sum of these test scores and the minimum overall of 93 on designated courses.

Step 2: If the tie still exists, name as STAR Student that senior with the highest overall scholastic average on selected subjects in specified years.

Step 3: If the tie is unbroken, use the first-semester senior year scholastic average as the deciding factor.

Step 4: Should a tie still exist, compare scholastic averages for prior years until the tie is broken.

Step 5: If the student who has the highest ACT score does not have an overall average of at least 93, name as STAR Student the senior with the next highest ACT who meets both minimum requirements.

Student Activities

The Mississippi State Department of Education Commission on School Accreditation mandates that a school district may not allow a student to miss more than 20 class periods for school-related activities in courses for which grades and/or units of credit are issued during the school year. Also, students may not have more than five absences in the same class period for school-related activities in courses for which grades and/or units of credit are issued during the school year. In compliance with this standard, the East Jasper School District will not grant permission for any student to participate in any school-related activity that would require absences that would exceed five per class and/or 20 total class periods during the school year.

When required, students participating in extra- and co-curricular activities must have on file at the school written parental consent and liability waiver forms. In order to participate in any extra- or co-curricular activity, **the student must attend school for at least 63% of the day of the scheduled activity.**

No student in the East Jasper School District shall be retained at any grade level for the purpose of extending eligibility for participating in athletics or any other school activity.

Student Body, Student Council, and Class Officers

Students who are enrolled in the East Jasper School District may campaign for and/or participate in student body officer, student council officer/representative, or class officer positions, providing that all eligibility criteria are met.

Student Body

Student body officers are elected by the student body at large, including president and vice-president. They shall serve in these capacities on the Student Council. Students will have the opportunity of serving in such positions for the duration of an academic term. Students must have endorsements from three current teachers. If the student is currently a class officer or representative, one of the three teacher endorsements must be from his/her class sponsor. Students failing to submit endorsements by the designated deadline will not qualify for the office. Additional guidelines, such as speeches, etc., may be required. A speech is required and will be given in general assembly. A candidate's speech must be submitted to the office and certified by the principal two days before speeches are given. The speech must be delivered as previously written and approved with no additional or ad-lib remarks. Candidates who alter their approved speeches will be declared ineligible and removed from the ballot.

Student Council

The Student Council is an advisory group serving the student body as a bridge between students and administration. Student Council officers, elected by Council members, include recording secretary, corresponding secretary,

treasurer, parliamentarian, reporter, historian, sergeant-at-arms, and a student body liaison selected by the advisor and the student body president. Student Council members are elected by their respective classes. If currently a representative, one of the three teacher endorsements must be from his/her class sponsor. Students failing to submit endorsements by the designated deadline will not qualify for the office.

Student Council and Transfer Students

Any transfer student at Heidelberg High School who held Council membership at his/her previous school will have honorary membership in the Heidelberg High School Student Council upon request.

Class Officers

Class officers include president (senior), vice-president (junior), secretary (sophomore), and treasurer (freshman). They are elected by their respective classes.

Qualifications

Students must meet and maintain the following qualifications to be eligible to run for any class officer or position on the Student Council, and all requirements must be maintained to be eligible for continuation as a class officer or any position on the Student Council. All candidates:

1. Must maintain an overall numerical grade average during the preceding elections for the positions listed below. Numerical grade averages will be calculated by the Guidance office with data available from the cumulative records and carried out five decimals. Grades will not be rounded.
 - a. President and vice-president of the student body—80 numerical grade average
 - b. Class officers and Student Council officers—80 numerical grade average
 - c. Student Council representatives—75 numerical grade average
2. Must not have recurrent discipline problems.
3. Must not have received unsatisfactory citizenship marks from three or more teachers during the current school year.
4. Must not have been declared inactive from Student Council membership the previous year as a result of lack of attendance at Student Council meetings or activities or as a result of violation(s) of the Student Council Constitution.
5. Must meet the requirements and qualifications for any class office, student body office, Student Council office or position as set forth in the by-laws and constitution of the Heidelberg High School Student Council. Copies of the Student Council Constitution and by-laws are available in the office of the principal.

Election of Officers

All officers are elected by secret ballot. All winners must receive a majority of the votes cast. A run-off will be held between the two candidates with the highest number of votes. In case of a tie, the election will be decided by a vote of the Student Council.

Student Check-out Policy

No student shall leave school without permission from the principal or his designee.

1. Students shall be allowed to be dismissed from school for personal illness or bona fide emergency. Students must secure a check-out permit from the attendance office, and a parent or guardian appointed by the Chancery Court contacted before they will be allowed to leave school.
2. Students having an appointment with a doctor or dentist or for other valid reasons may be dismissed from school as follows:
 - a. A parent or guardian appointed by the Chancery Court may personally come to the school and checkout a student.

- b. The student may present a doctor or dentist appointment card to the attendance office and receive a dismissal permit.
- c. The student may present a note from a parent or guardian appointed by the Chancery Court to the attendance office, which contains the reason to be dismissed, time of dismissal, and phone number where the parent or guardian appointed by the Chancery Court can be contacted, in order to receive a dismissal permit.
- d. All check-out permits must be obtained from the attendance office before **7:45 a.m.** on the day of the check-out.
- e. The check-out permit is to be used as the written excuse but must be signed by a parent, guardian appointed by the Chancery Court, doctor or dentist in order to be valid.
- f. Check-out permits shall be issued for the last period of the day for doctors or dentist appointments or other valid reasons provided the above procedure is followed.
- g. If a note or appointment card cannot be verified, school officials reserve the right to refuse the issuance of a check-out permit.
- h. Work must be made up if a check-out is for any of the reasons shown above. Work must be made up if a check-out to meet a doctor or dental appointment causes a student to miss classwork.

Any student leaving school on school related business must first obtain written permission from his/her teacher and then personally sign out at the attendance office. Upon return to school, the student must personally sign in.

No student shall leave school without a dismissal permit or without signing out at the attendance office

Check-out requests during the last period of the day shall receive strict scrutiny by the administration and attendance office due to abuse of the dismissal privilege.

Student Health Services

Medical Assistance

Regarding the providing of medical assistance, school personnel may not exceed the practice of first aid in dealing with pupil injuries and sickness, and only qualified personnel shall administer first aid to pupils. (In most cases, qualified personnel refer to the school nurse, if available).

Medicines/Medication

Generally, medication shall not be provided or administered by the school or its employees--particularly over-the-counter medications--pursuant to School Board policy. However, if parents must bring prescription medication to school for their children, the following conditions apply:

1. The parent should bring the medication to the school office. The student should not bring any medications to school.
2. A letter or order from the student's physician containing instructions for medicating the individual student. Instructions also should be included on the original medication bottle from the drug store. (Pharmacists may provide duplicate bottles for school use.)
3. A request must be made by the parent in writing or by signature on a *Medication Authorization* form.
4. If a student is taking daily medication at school and the doctor changes the dosage, a new order from the doctor will be necessary, as well as the new medicine bottle with the new information.
5. Prescription medication that is ordered twice a day or three times a day should be administered by the parent at home.
6. All medicine, except medicine that requires self-administering (asthma inhalers, insulin, etc.), must be checked with the school nurse or other designated school personnel and will be kept under lock and key in an area designated by the principal.

7. Home telephone numbers, business telephone numbers, and emergency telephone numbers must be furnished to the school.
8. Students should not possess or self-administer any over-the-counter medication (Ex.: Tylenol, etc.)

Asthma and Diabetes Medication

A student with asthma or diabetes may possess and use medications when at school, at a school-sponsored activity under the supervision of school personnel, or before and after normal school activities while on school properties (including sponsored child care and after-school programs) according to state and local guidelines and policies. In addition, a student may carry necessary medication (such as inhalers) upon his/her person solely for the purposes of self-administering in cases of emergency.

Regarding the self-administration of medications, the following is required:

1. Written consent from the parent
2. A written, medical authorization statement from the student's doctor certifying that the student has asthma or diabetes and has been instructed in the self-administration of asthma or diabetes medications.
3. The medical authorization statement also shall contain the name and purpose of the medication(s), prescribed dosage, and the time to be administered and under what additional special circumstances the medications are to be administered, and the length of time for which the medications are prescribed.
4. Such statements will be kept on file in the principal's office and/or school nurse's office.
5. Parents are informed and acknowledge that the District shall incur no liability as a result of any injury sustained by the student from the self-administration of medications.
6. The *Authorization for Self-Administration/Release and Indemnity* form shall be effective for the school year in which it is granted and shall be renewed each following school year only upon fulfilling each of the aforementioned requirements.

Student/Parent Concerns, Complaints, and Grievances

Students have both the right and the responsibility to express school-related concerns and grievances to the administration. For the discussion and consideration of a grievance, any student or group of students may request a meeting with the principal. In addition, parents, guardians, or students who are aggrieved by a decision or action of a teacher or other school personnel should present their grievances to the principal or administrator assigned to that level. If the aggrieved continue to be dissatisfied after meeting with the principal or appropriate administrator, then an appeal may be made to the appropriate district assistant superintendent or superintendent designee. Further, the board feels that it is incumbent upon the involved administrator to provide parents/guardians with a timely response when a grievance has been presented. In some cases, the administrator may request that the grievance be set forth in writing so that there is clarity in managing the grievance and so that an appropriate response may be given. In each case, the appropriate administrator shall provide a response and document the response within five working days of the date the grievance is submitted and a response is required or indicated.

Student Schedules/In-School Transfers

No student will be permitted to change his/her schedule without permission from the administration. The principal shall make the final determination.

Teacher-to-teacher transfers may be considered for any student whose special needs dictate such transfer, and all transfers will be handled on an individual basis. Schedule changes after the first ten school days will be considered only after a parent conference.

The student who requests a transfer must submit in writing his/her reasons for requesting said transfer. The appropriate forms will be available from the counselors. The student, parent, counselor, principal or his/her designee must sign these forms, and the teachers of all classes involved. Student transfer forms will be returned to the Guidance office by the teacher of the class being entered.

Suicide Threat Protocol

If a threat is suspected, the following steps will take place:

1. The principal or counselor will be notified immediately.
2. An adult will stay with the student until the parent(s) arrive(s).
3. The counselor or principal will:
 - a. Contact the student's parent(s)
 - b. Discuss the threat of suicide with the parent(s)
 - c. Provide the parent with contact information for a medical professional to have the student evaluated (e.g., Weems, Pine Grove, etc.)
4. The student must receive a medical professional evaluation before returning back to school.
5. The student may return to school once he/she has been evaluated and released by the medical professional.
6. The parent must return to school with the student and present proper documentation of the student's release before the student will be admitted to class.

ALL SUICIDAL THREATS WILL BE TAKEN SERIOUSLY AND REPORTED IMMEDIATELY.

Suspension of Students

When unacceptable behavior cannot be corrected by the resources of the teacher or school administration, the East Jasper School District Board of Education hereby authorizes the school principal or his/her designee to suspend any student for violation of any published rule or regulation or for any other act of misconduct or insubordination as a final effort to influence the student's future behavior.

Definition of Suspension

Suspension is the denial of the privilege of attending school in the district imposed after due process upon any student of the district at the direction of the principal of the school in which the student is enrolled. A suspended student may return to school following the expiration of the suspension period without application for readmission but may be required to be accompanied by a parent, legal guardian, or custodian upon the return to school.

A suspension includes the denial of the privilege of participating in or attending any school-related activity for the period of suspension. Further, suspended students shall not trespass upon any other school campus or enter into any other school building except for a pre-arranged conference with a principal.

Authority to Suspend

As provided by statute, the superintendent has the power, authority, and duty to delegate student disciplinary matters to appropriate school personnel. (MS Code 37-9-14 (r)).

1. The superintendent or his/her designee may immediately suspend a student for misconduct for no longer than 10 consecutive school days, subject to an informal hearing.
2. The superintendent or his/her designee may recommend suspensions for 11 days or more or expulsions for more serious disciplinary offenses. In such cases, the superintendent or his/her designee may immediately suspend the student for no longer than 10 consecutive school days and recommend a long-term suspension or expulsion, subject to an informal hearing and pending the conclusion of formal due process proceedings.

Appeals/Due Process

Applies to: Suspensions of 11 days or more: expulsions and denials of admission

If after the initial hearing the principal or superintendent determines that a recommendation of suspension for 11 days or more, expulsion or other denial of admission is the appropriate disciplinary action:

1. The principal or superintendent shall give the student a written "Notice of Suspension and Recommendation of Expulsion/No admission and Statement of Rights" in a form provided by the superintendent for such purposes.
2. The notice shall contain a statement of the charges/reasons, advise the student of his rights to legal counsel, to present witnesses and to cross-examine witnesses presented against him and state the date, time and place for hearing. A copy of the notice will be hand-delivered to the student when possible and the original hand-delivered or mailed to the legal guardian.

A hearing before the Discipline Review Committee shall automatically be scheduled no later than the tenth school day following the date of notice.

- a. Pending the outcome of the hearing before the Discipline Review Committee
- b. The student may be offered temporary placement in the alternative school program when the counselor verifies the student's suitability for such program and, in such case, the hearing before the Discipline Review Committee may be held at any appropriate time without application of the 10-day limitation. However, the District may not offer temporary placement when the offense upon which the action is based is gang or group-related fighting, violation of prohibitions against weapons or controlled substances, assault of a staff member or other unlawful or violent act.
- c. The student may be offered temporary placement in the alternative school program when the counselor verifies the student's suitability for such program and, in such case, the hearing before the Discipline Review Committee may be held at any appropriate time without application of the 10-day limitation. However, the District may not offer temporary placement when the offense upon which the action is based is gang or group-related fighting, violation of prohibitions against weapons or controlled substances, assault of a staff member or other unlawful or violent act.
- d. The student may be allowed to remain in school if the principal or, in the case of non-admission, the superintendent determines that his continued presence is not detrimental to the normal functioning of the school program and, in such case, the hearing before the Discipline Review Committee may be held at any appropriate time without application of the 10-day limitation.
- e. The hearing will be before the Discipline Review Committee
 - i. The Discipline Review Committee shall be composed of three or more school administrators, none of whom may be on the staff of the school from which the student is enrolled.
 - ii. The superintendent's designee will serve as the investigator, convener and administrative officer of the Discipline Review Committee but shall not vote.
- f. The Discipline Review Committee shall hear and consider all cases presented and is authorized to:
 - To concur or not concur in the suspension, expulsion or non-admission recommendation;
 - i. To confirm or specify the duration of a suspension of eleven days or more, to remove the suspension or expulsion or to recommend admission; and
 - ii. Subject to review and approval of the superintendent, to recommend limited or unlimited expulsion or no admission to the board.
 - iii. The Discipline Review Committee shall prepare a written summary of each case.
- g. All expulsion and non-admission recommendations shall be subject to review by the superintendent and by the board.
- h. After completing this appeal step, a parent/legal guardian review of the decision by the board. A request for review must be submitted to the board within 2 days after receiving a decision at this appeal step.

Suspension Procedures

When a principal or superintendent/designee determines that a suspension should be invoked against a student due to misconduct, the following procedures/guidelines will be applicable. These guidelines are applicable to out-of-school suspension or suspension of bus privileges that remove the student from the school setting, deny the student from

attending school or school activities during the normal school day, or deny the student to ride a school bus to and from school:

1. A student may be suspended for more than five school days if approved by the superintendent or designee.
2. If the student is to be suspended immediately during normal school hours, the parent/guardian will be contacted prior to the student being dismissed from the campus.
3. For any suspension, the principal may require a re-admission conference with the parent/guardian prior to the student's being re-admitted to school or school activities.
4. At the time the appropriate administrator invokes a suspension against a student, a written notice will be provided to the student/parent/guardian. An administrator also will make contact with the parent/legal guardian regarding the details of the disciplinary action.
5. Students placed on out-of-school suspension shall have the days missed during the suspension period counted as unexcused absences.
6. Suspended students are not permitted to trespass or enter upon school grounds or attend or attend any school activity during the time of suspension.

Tardiness

The practice of being prompt is considered by East Jasper School District to be an acquired habit that enhances students' ability to succeed in adult life. Students who are not in the classroom and uninvolved in the instructional process cannot achieve at the same level as students who are present and involved. In addition, students who are tardy disrupt the instructional process for all other students in the class. Tardiness both to school in the morning and to classes will be considered detrimental to the instructional process.

At TNWJBES, HJHS, and HHS, attendance and tardiness will be checked every class period. All late arrivals—other than those due to late buses—are recorded as tardies.

Tardy to School

If a student arrives late to school, a parent/guardian must sign the child in at the Main Office; the student will receive a tardy slip. Students must not be allowed to enter the classroom without a tardy/admit slip from the Main Office—NO EXCEPTION.

A late-to-school tardy may be deemed Excused for the following reasons:

1. Shows a doctor's excuse
2. Shows evidence of an emergency AND is accompanied by a parent (not a relative)

Tardy to Class

A student is considered tardy if he/she arrives after the tardy bell. A student is tardy for class if the student is not in the assigned classroom when the tardy bell rings for each class period.

If a student is tardy to class, the teacher MUST NOT allow the student to enter the classroom without a tardy/admit slip from the Main Office—NO EXCEPTION.

Documentation of Tardies

Teachers will document all tardies in SAM.

1st Tardy: Teacher warning (documented in SAM)

2nd Tardy: Office referral (also documented in SAM; **ISD** automatically assigned)

3rd Tardy Contact/conference with parent/guardian by administrator

"Tardy-for-School" Timelines

TNWJBES 7:50 A.M.

HJHS/HHS After the Tardy Bell Rings for 1st Period

The principal/superintendent may institute automatic **ISD (In-School-Detention)** for tardies at any time that such violations either become a concern for student safety and supervision or distract from an orderly school learning environment.

Note: If detained in the office or by a teacher, the student should ask the person who detained him/her for a tardy slip that is signed, dated, and includes the time of departure before going to the next class. Teachers should not cause students to be tardy for another class.

The following tardies will be excused:

1. Being detained by a school administrator
2. Being detained by a counselor/safety officer.

If a counselor, safety officer, or administrator detains a student, the student will be admitted to class if he/she has a signed pass that includes the date and time of departure.

Textbooks/Calculators

Textbooks/calculators are supplied by the school at no cost to the students on a loan basis. Since these books/calculators remain the property of the school district, defacement or abuse of the books/calculators will result in the assessment of a damage fee. The amount charged will be determined according to the damage.

In cases where books/calculators are lost or damaged to a degree that will prevent further use, the student will be charged the remaining value of the books/calculators.

Textbook/Calculator Fine List is as follows:

Years Used	Used Purchase Price on Book List
New	100% of purchase price
1 st	80% of purchase price
2 nd	60% of purchase price
3 rd	40% of purchase price
4 th	20% of purchase price
5 th	20 % of purchase price

In addition to paper, pencils, and composition books, parents will be responsible for the purchase of workbooks, weekly publications, art supplies, and other materials as needed.

Transcripts

A graduating senior will be furnished two transcripts of his/her credits without cost at the time of graduation. Up to ten additional transcripts will be furnished for a fee of \$2.00. If more than twelve copies are needed, an additional fee of 30 cents per copy will be charged.

Transfer/Change of Address

1. The principal will release education reports or records when an official written request is received from the school district to which the student has transferred.
2. A parent or legal guardian has the right to review his/her child’s school records.
3. A student leaving the East Jasper School system may obtain the following: a report card and/or record of the student’s work to date for the current term and a book card. Reports may be held if the student has any indebtedness to the school (lunchroom, workbooks, library, textbooks, damages, etc.).

4. Any student who moves during the school year must record the change of address with student data personnel. Any change of telephone number must be corrected in the same manner. In order to be able to contact or locate parents or guardians in a timely manner, it is the responsibility of the parent/guardian to ensure that the addresses and telephone numbers on student data reports are accurate and up-to-date.
5. The student data personnel or counselor must have legal guardianship documents in hand from an attorney before the enrollment of a transfer student.

Trespassing

The administration and the School Board recognize that a problem exists with students who are on the school campus at night or on weekends for purposes of vandalism or other misbehavior. Students who are found on the school grounds at unauthorized times will be placed on the school discipline plan under school policy and will be subject to arrest. In all instances of such vandalism, restitution will be the responsibility of the students and their parents. Students who are assigned to parent care or to school suspension, recommended for expulsion, or expelled and are on campus unaccompanied by a parent/guardian will be considered to be trespassing.

Truancy

All students are expected to be in the proper place at the proper time during the school day. A student is truant if he/she:

1. Is absent from school without the prior knowledge and permission of his/her parent. An absence is unexcused if the parent knew and approved, but the reason is inexcusable.
2. Is absent from class without permission of the teacher or administrator.
3. Leaves school at any time during the day without an approved sign-out slip from the principal or designated personnel.
4. Obtains permission to go to a certain place and does not go directly there or fails to return directly to class.
5. Becomes ill and goes home without administrative permission or stays in the restroom without reporting to the proper authorities.

Visitors

In order to ensure that no person enters the school with wrongful intent, all visitors to schools must report immediately to the school office when entering, verify who they are, state their purpose for being in the school and on the school campus, sign in and obtain a visitor's badge so that visitors can be readily identified by school personnel, and receive authorization to visit elsewhere in the building or on the campus. This includes visitors to outside auxiliary buildings on each campus, as well.

Exceptions to this requirement are when visitors are attending a general school function such as a pep rally, assembly program, athletic event, etc. Unauthorized persons shall not be permitted in school buildings or on school grounds. Students will not be permitted to bring brothers, sisters, other children, or out-of-town guests to school. School principals are authorized to take appropriate action to prevent such persons from entering buildings or from loitering on grounds. Such persons will be prosecuted to the full extent of the law.

Public Law 37-11-21

Abuse of Superintendent, Principal, Teacher, or School Bus Driver; Penalty "If any parent, guardian, or other person shall insult or abuse any **superintendent, principal, teacher, or bus driver** during the session of school in the presence of school pupils, such person shall be guilty of a misdemeanor and, upon conviction, shall be punished by a fine of not less than \$10.00, not more than \$50.00."

Procedures for School Visitation

Any person desiring to visit a school must report upon arrival at the school to the principal's office for clearance. The principal shall have the right to deny visitation rights to any individual if in the judgment of the principal the visit might negatively affect the classroom procedures.

Members of the supervisory or administrative staff who have invited professional visitors may elect to serve as hosts to the visitors whom they have invited, as well as to other visitors who may have a mutual interest and area of competency.

Parents and other persons who wish to visit the public schools should be routed to the school office, be greeted by the principal, and provided guided services. All visitors are to be made to feel welcome. There shall be no solicitation of teachers or pupils on personal matters on the school premises by salespersons or agents. Out-of-town visitors who have made arrangements through the superintendent's office will have a member of the superintendent's staff or a principal as host for the visitor or delegation.

Visitor must be assigned a visitor's badge or pass.

Pupil Visitation

The schools, because of space factors in the classrooms, will not be able to allow school pupils to have pupil visitors accompany them as visiting guest at school.

Classroom Visitation

As part of East Jasper School District's safety and security program, only school or district personnel, law enforcement officials, or educational professionals designing an individual educational program shall be allowed to visit classrooms during instructional times.

Volunteers

The East Jasper School District Board of Education recognizes that volunteers can make many valuable contributions to the school district. The assignment of volunteers shall be made by the concurrence of the school principal and shall follow the existing procedures for the selection of compensated staff. As such, a background check is required for any volunteer who may work outside the direct supervision of a district employee.

Withdrawals

If a student withdraws during the last two weeks of the school year and moves out of the district, the student will receive grades in progress to be presented to his/her new school. The school to which the student is transferring will have the option of accepting the grades in progress as the student's final grade or use other means adhering to its policy. No examinations will be given ahead of time. School officials must be notified one school day prior to the withdrawal of any student. A parent must come to the student data personnel office or the Guidance office and officially withdraw the student. All books and fines must be cleared before official withdrawal is completed and the academic record is cleared.

Work Permits (Student)

Heidelberg High School seniors who may have secured employment that requires them to report to duty during the school day must obtain a work permit, which must be approved /signed by the principal. The parent(s) must provide a letter to the school requesting permission for the student to leave school to work.

Verification/Proof of Employment (e.g., pay stub, etc.) is required before such permit will be granted. Such verification must be submitted monthly on a date designated by school administration. If a student discontinues employment, then the student must return to school.

**The New William J. Berry Elementary School
Grades Pre-K – 6**



, Principal
Ms. Lefanett Thigpen, Lead Teacher

(The school colors are maroon and white. The school mascot is a Brave.)

Post Office Drawer O
Heidelberg, MS 39439
Phone: 601.787.2601
Phone: 601.787.2602
Fax: 601.787.2662

Homework Policy

Purpose

The Homework Policy's purpose is to support and promote efforts of teaching and learning in the school and at home. The policy is developed with the desire to:

- Increase reading levels and engagement from grades Pre-K – 6
- Increase math facts fluency levels from grades Pre-K – 6
- Reinforce concepts taught and learned in the classroom work
- Enhance communication between students, parents/guardians and staff

Students may be required to spend time on weekends for any long-term assignments and required reading.

Homework Assignments

English/Language Arts and Social Studies
Math and Science

Mondays and Wednesdays
Tuesdays and Thursdays

Online Homework (Required)

Students will be responsible for completing online homework assignments. If home internet access is unavailable, students will be given time during the school day to complete the assignments (per administrator guidelines).

Homework Policy Guidelines for Students

- Always do your **best** work.
- Record directions for homework in an assigned notebook/homework folder.
- Understand assignments clearly before leaving class.
- Bring home proper materials to complete the assignments.
- Hand in completed assignments on time.
- Budget time properly for long-term assignments.
- Complete any work missed due to absence from class.
- Understand how homework will affect your class grade.
- Talk to your parents and teacher if you are having difficulty in homework.
- Homework will not be assigned during school vacation except for the completion of previously assigned long-term projects.

Homework Policy Guidelines for Parents

- Check your child's assignment notebook, homework log, or homework folder.
- Provide a time and place to do homework assignments with limited interruptions.
- Actively supervise homework completion, assisting, but **not doing the work.**
- Oversee completion of long-term assignments to assist in understanding time management.
- Contact the teacher with questions or concerns especially if your child exceeds the allotted time frame.
- Homework will not be assigned during school vacation except for the completion of previously assigned long-term projects.

Homework Policy Guidelines for Teachers

- Assign homework on a regular basis in keeping with homework policy.
- Assignments may be on a daily basis or a long-term type, such as a project.
- Provide each student with a copy of the homework log.
- Students are to understand clearly all homework assignments.
- Require that each student have an assignment book or homework folder.
- Make clear to students at the time of the assignment, the purpose of homework, the guidelines or rules, and the basis for evaluating the work performed.
- Teachers should coordinate assignments, tests, and projects with other teachers, as appropriate, to avoid overburdening students.
- Assignments should be discussed, checked, and when appropriate, corrected and returned to students.
- Specific policies/practices of teachers are to be submitted to the principal and clearly communicated to students and parents.
- Teachers have the responsibility to communicate with parents of students who are falling behind in completing homework assignments.
- Homework will not be assigned during school vacation except for completion of previously assigned long-term projects.

Heidelberg High School - Grades 9-12
Heidelberg Junior High School - Grades 7-8

(The school colors are blue and gold. The mascot is an *Oil Derrick*.)



Mrs. Kimberly Dawkins, Principal

Mr. Darryl Carter, Lead Teacher
Mrs. Andrea Pugh, Counselor

Post Office Drawer M
Heidelberg, MS 39439
Phone: 601.787.3414
Fax: 601.787.3416



Mrs. Michelle McGill, Principal

Mrs. Andrea Pugh, Counselor

Post Office Drawer M
Heidelberg, MS 39439
Phone: 601.787.3665
Fax: 601.787.3045

General Information

One of the main purposes of education is to prepare a person for life so he/she may be a useful, contributing member of society. The discipline program at Heidelberg High/Heidelberg Junior High is designed for correction of student misconduct, but more importantly, it is designed to assist a student in taking responsibility for his/her own behavior. The objectives for the discipline program at Heidelberg High/Heidelberg Junior High are as follows:

- a. To prepare students for effective participation in society by making positive behavioral choices and understanding positive and negative on sequences for all actions
- b. To establish conditions under which no student will be permitted to prevent any teacher from teaching or any student from learning
- c. To maintain a positive and safe school environment
- d. To instill the fundamental lessons of self-control.

Discipline expectations at Heidelberg High/Heidelberg Junior High are based upon the theory that students in grades seven through twelfth should be capable of conducting themselves in accordance with accepted standards of behavior. Administrator discretion is applicable in discipline matters, particularly in the absence of policy. However, such discretion must abide within reasonable parameters of board policy.

East Jasper School District Code of Conduct

East Jasper School District Student Discipline Code of Conduct Policies

Although in most cases, student conduct in the East Jasper School District is considered to be exemplary, East Jasper schools are required to establish policies and procedures that detail expectations of student and outline consequences of student misbehavior. The publication of these policies and procedures in student handbooks will help to assure that there is a clear understanding among students and parents concerning matters covered in the handbooks under Student Conduct.

The Board wishes to establish an educational climate in which student behavior is at all times exemplary and in which the important processes of education can best be carried out. Recognizing the need to support the professional personnel of the East Jasper School District in their instructional and supervisory duties, the Board encourages the development of harmonious and cooperative relationships between students and faculty members that is based on mutual respect and understanding.

Significant interruptions of the educational process resulting from overt disrespect shown by students to faculty members, hostile/defiant student behavior, and vulgar or otherwise discourteous actions will not be permitted.

A student must obey any and all instructions of the faculty and administrators, in the absence of parental instructions to the contrary. If a student refuses to obey instructions because of contrary parental instructions, he/she may be suspended from school until a conference between the principal of the school and the parents can be arranged. In case of an emergency, the principal or his/her designee or the official then in charge of the school may so inform the student and require his/her immediate cooperation.

Disciplinary action that may result in the student being placed in his/her parent's care, in-school suspension, out-of-school suspension, or expulsion will be taken as a result of the following student misbehaviors: (1) refusal to follow instructions from faculty members; (2) profane language; (3) failing to identify oneself when asked to do so by a member of the faculty; (4) insolent, contemptuous, or belligerent behavior or remarks; (5) other just cause.

No student in the East Jasper School District shall be permitted to use or to carry upon his or her person or in any other manner or to have in his or her possession in any way any knife, razor, razor blade, ice pick, brass or metallic knuckles, pistol, or other weapon (whether the same be manufactured or homemade), BB gun, cap pistol, plastic or

toy gun, or any dynamite, firecrackers, caps, or other fireworks of any nature, kind or description, or other instrument or paraphernalia which, when used in a vicious manner could cause bodily harm, injury, or death to any person. In addition, no student in the East Jasper School District shall be allowed to assault the physical person of another individual. Students who are in violation of the aforementioned rules will be subject to immediate arrest and transportation to a local law enforcement facility and/or a youth detention center, as determined by state and local policies and the Youth Court. In such instances and pursuant to school district policy, school/district personnel will file the appropriate legal charges (disturbance, assault, etc.).

Note: *These actions will be taken in addition to school disciplinary actions, including, but not limited to, suspension, alternative school placement, and/or expulsion.*

No student enrolled in East Jasper schools shall be permitted to use or to carry upon his or her person any other “leisure” or recreational drug, opium, heroin or their derivatives or compounds, drugs commonly called LSD, “pep” pills, tranquilizers, or any other narcotic drug, barbiturate, substance, ingredient, or compound which, when taken orally, intravenously, inhaled or in any other manner, may cause the person to be under the influence of any of the same at any attendance center in this school district.

Stalking or bullying will not be tolerated. Stalking is defined as one student or student group following another student or student group with malicious intent, intimidations, harassment, or intent to cause physical or emotional harm.

The provisions of these policies shall apply to all students during all of the time period that they are under and subject to the jurisdiction of the Board of Education of this school district as defined by the laws of the state of Mississippi, and/or while participating in or going to or from any school activity sponsored by this school district and/or while under the supervision and direction of any teacher, principal, or other authority of this school district.

Any student violating any of the provisions of these policies of the Board of Education, in the sole and absolute discretion of the principal of the attendance center wherein such offense is committed, and the Superintendent of the East Jasper School District, or in his/her absence, the Superintendent's designee, shall be suspended for a period to be determined by the school administrator and may be expelled in the sole and absolute discretion of the Board of Education of this school district. Appropriate referrals will be made to juvenile authorities as required under state law.

Note: *In addition, students who commit violations punishable by state law may be subject to immediate arrest and transportation to a local law enforcement facility and/or a youth detention center, as determined by state and local policies and the local Youth Court. In such instances and pursuant to school district policy, school/district personnel will file the appropriate legal charges (disturbance, assault, etc.).*

East Jasper School District Disciplinary Ladder

Discipline Policy

At East Jasper School District, we are unwavering in our commitment to providing a safe, respectful, and focused learning environment where every student can thrive. To support this goal, students are expected to demonstrate respectful and appropriate behavior at all times, both during the school day and at all school-sponsored events.

Respect for authority is a foundational value we uphold across our campuses. Students who choose not to meet behavioral expectations will face disciplinary consequences. These consequences may include the loss of privileges, such as participation in school-sponsored activities, to ensure a safe and respectful learning environment for all.

Discipline Ladder Steps & Consequences

When a student is referred to the office for disciplinary reasons, school personnel will notify the parent or guardian, and appropriate disciplinary action will be administered. The consequences will follow a progressive

Discipline Ladder system, which is designed to address student behavior in a fair, consistent, and developmentally appropriate manner.

Please note: In cases of more serious infractions, the school administrator reserves the right to assign a consequence at a higher step on the ladder.

Discipline Ladder Steps (Grades K-6):

Step 1

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Up to three (3) days of detention OR one (1) day of In-School Suspension (ISS) AND/OR conference with the principal.
- Up to two (2) days off the bus.
- Removal from the ladder if not referred to the office for 15 school days.

Step 2

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Five (5) days of detention OR two (2) days ISS OR one (1) day Out-of-School Suspension (OSS).
- Up to five (5) days off the bus.
- At least one parent or guardian is required to attend a conference with the principal to address the student's disciplinary referral. The student will **NOT** be permitted to return to class until this conference has taken place.
- Removal from the ladder if not referred to the office for 20 school days.

Step 3

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Three (3) days of In-School Suspension (ISS) OR two (2) days OSS OR any combination of ISS and OSS equal to three (3) days.
- Up to ten (10) days off the bus.
- At least one parent or guardian will be required to attend a conference with the principal regarding the student's discipline referral. The student will **NOT** be permitted to return to class until this conference has taken place.

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- Removal from the ladder if not referred to the office for 25 school days.

Step 4

- Parent must be contacted by phone via School Status concerning the discipline referral.
- ISS, OSS, or any combination of ISS and OSS equal to three (3) to five (5) days.
- Up to twenty (20) days off the bus.
- At least one parent or guardian is required to attend a conference with the principal to address the student's disciplinary referral. The student will **NOT** be permitted to return to class until this conference has taken place.
- Removal from the ladder if not referred to the office for 30 school days.

Step 5

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Any combination of ISS and OSS equal to four (4) to seven (7) days.
- Up to forty-five (45) days off the bus.
- The student will **NOT** be permitted to return to class until this conference has taken place.
- No participation in or attendance at any after-school activities for twenty (20) school days.
- Moved from Step 5 to Step 4 if not referred to the office for 45 school days.

Step 6

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Four (4) to nine (9) days home suspension.
- The student will **NOT** be permitted to return to class until this conference has taken place.
- May recommend alternative placement.
- Placed on probation for forty-five (45) school days with no attendance or participation in any school activities for the duration of alternate placement.
- Bus violation: student is off the bus for the remainder of the year.
- Moved to Step 4 for 30 school days if not referred for discipline.

Step 7

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Five (5) days suspension.
- Recommend alternative placement.
- Parent and student must attend a Disciplinary Review Hearing.
- A student placed on Step 7 will have no attendance or participation in any school activities for the duration of the alternative placement.

Discipline Ladder Steps (Grades 7-12):

Step 1

- Parent must be contacted by phone via School Status concerning the discipline referral.
- One (1) day of In-School Suspension (ISS) AND/OR conference with the principal.
- Up to two (2) days off the bus.
- Removal from the ladder if not referred to the office for 15 school days.

Step 2

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Two (2) days ISS OR one (1) day Out-of-School Suspension (OSS).
- Up to five (5) days off the bus.

- At least one parent or guardian is required to attend a conference with the principal to address the student’s disciplinary referral. The student will **NOT** be permitted to return to class until this conference has taken place.
- Removal from the ladder if not referred to the office for 20 school days.

Students will not be allowed to participate in school activities, which include practices, games, etc., while assigned to ISS or OSS.

Step 3

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Three (3) days of In-School Suspension (ISS) OR two (2) days OSS OR any combination of ISS and OSS equal to three (3) days.
- Up to ten (10) days off the bus.
- At least one parent or guardian is required to attend a conference with the principal to address the student’s disciplinary referral. The student will **NOT** be permitted to return to class until this conference has taken place.
- Removal from the ladder if not referred to the office for 25 school days.

Students will not be allowed to participate in school activities, which include practices, games, etc., while assigned to ISS or OSS.

Step 4

- Parent must be contacted by phone via School Status concerning the discipline referral.
- ISS, OSS or any combination of ISS and OSS equal to three (3) to five (5) days.
- Up to twenty (20) days off the bus.
- At least one parent or guardian is required to attend a conference with the principal to address the student’s disciplinary referral. The student will **NOT** be permitted to return to class until this conference has taken place.
- Removal from the ladder if not referred to the office for 30 school days.

Students will not be allowed to participate in school activities, which include practices, games, etc., while assigned to ISS or OSS.

Step 5

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Any combination of ISS and OSS equal to four (4) to seven (7) days.
- Up to forty-five (45) days off the bus.
- No participation in or attendance at any after-school activities for twenty (20) school days.
- Moved from Step 5 to Step 4 if not referred to the office for 45 school days.

Students will not be allowed to participate in school activities, which include practices, games, etc, while assigned to ISS or OSS.

Step 6

- Parent must be contacted by phone via School Status concerning the discipline referral.

- Four (4) to nine (9) days home suspension.
- May recommend alternative placement.
- Placed on probation for forty-five (45) school days with no attendance or participation in any school activities for the duration of alternate placement.
- Bus violation: student is off the bus for the remainder of the year.
- Moved to Step 4 for 30 school days if not referred for discipline.

Students will not be allowed to participate in school activities, which include practices, games, etc., while assigned to ISS or OSS.

Step 7

- Parent must be contacted by phone via School Status concerning the discipline referral.
- Five (5) days suspension.
- Recommend alternative placement OR expulsion.

A student placed on Step 7 will have no attendance or participation in any school activities for the duration of the alternative placement.

Behaviors Referred to the Principal's Office

The following list outlines common behaviors that will result in a referral to the principal's office for disciplinary action. The "Steps" column indicates the range of discipline ladder steps that may be assigned, depending on the severity and frequency of the offense.

Important Note: This list of behaviors is not exhaustive. Other infractions may be added as necessary. The administration also reserves the right to refer students for disciplinary action for any other behaviors that disrupt the campus educational environment.

BEHAVIORS THAT WILL BE REFERRED TO THE PRINCIPAL'S OFFICE

	Behavior	Steps
1	Assault	5-7
2	Auto/Parking Violation	1-7
3	Classroom Disruption	1-7
4	Campus Disruption	1-7
5	Disrespect/Defiance	1-6
6	Dress Code Violation	1-5
7	Electronic Device Violation	1-7
8	Fighting	7

9	Forge/deceive/misrepresent the truth/lying	1-4
10	Horse playing	1-4
11	Harassing, bullying, or threatening other students, faculty, staff	4-7
12	Improper use of the Internet/Network	1-7
13	Instigate a fight	4-7
14	Instigate/participate in verbal or push/shove confrontation	1-4
15	Leaving classroom without permission	1-4
16	Leaving school without permission or failure to report to class	1-4
17	Other misbehavior as designated by administration	2-6
18	Physical violence on student/employee	5-7
19	Possession, distribution, or sharing of obscene content	1-7
20	Possession/use/transfer of e-cigarettes, vapes/pods, or paraphernalia	6-7
21	Possession/transfer of firearm	7
22	Possession/use/transfer of tobacco	3-7
23	Profanity or vulgarity, including gestures	1-4
24	Public display of affection	1-5
25	Repeated violation of school rules	2-7
26	Sexual harassment	3-6
27	Sexual misconduct	4-7
28	Sleeping in the Classroom	1-4
29	Student in an unauthorized area	1-4
30	Unauthorized use/sale/possession/transfer of non/prescription drug	3-7

31	Use/attempt use of firearm	7
32	Use/attempted use/possession/transfer of dangerous object/weapon	4-7
33	Use/sale/transfer/attempted transfer/possession of alcohol, narcotics, or illegal drugs or paraphernalia	5-7
34	Tardiness	1-5
35	Theft	3-6
36	Throwing Objects	1-4
37	Trespassing	1-7
38	Vandalism	2-7
39	Violation of Gang Policy	1-7

These consequences are in addition to school/district-level disciplinary actions.
Administrator discretion applies.

Vaping & Tobacco Policy

Electronic cigarettes (e-cigarettes) and other vaping devices have become a significant health concern, particularly among young people. The East Jasper School District Board of Education is committed to ensuring the health and safety of our students, staff, and visitors.

Therefore, the use of electronic cigarettes, other vaping devices, or any tobacco products is strictly prohibited at all times. This policy applies to all students, school staff, parents, and visitors while:

- On school grounds
- In school buildings and facilities
- On any school bus
- On school property
- At any school-related activity or school-sponsored event (including, but not limited to, athletic events)

DEFINITIONS:

Vaping – The act of inhaling and exhaling the aerosol (often called vapor) produced by an electronic cigarette or similar battery-powered device.

Electronic Cigarette – An electronic product or device that produces a vapor that delivers nicotine or other substances to the person inhaling from the device to simulate smoking, and is likely to be offered to, or purchased by, consumers as an electronic cigarette, electronic cigar, electronic cigarillo or electronic pipe. Also known as e-cigs, vape pens, pods, e-hookahs, e-pipes, tanks, mods, vapes, electronic nicotine delivery systems, ENDS, etc. Some devices may resemble cigarettes while others may resemble pens, USB sticks, or other everyday items.

CONFISCATION:

When there is evidence that a student is in possession of any tobacco products or tobacco paraphernalia, administrators or other designated staff may confiscate such items.

VIOLATIONS:

Anyone found in violation of this policy shall be disciplined in accordance with corresponding district policies. The minimum punishment for the possession of any vaping device(s), to include e-cigs, vape pens, pods, e-hookahs, e-pipes, tanks, mods, vapes, electronic nicotine delivery systems, ENDS, and etc., will be Step 6 of the discipline ladder. If a student is found to be in possession of any vaping device(s), (which includes those listed in the previous sentence) on a school bus, or if the referral comes to the office from the school bus driver, that student, if guilty, is to be suspended off the school bus for forty-five (45) days. Any vaping device(s) evidenced to have been tampered with, containing any substance other than nicotine, or in conjunction with nicotine, will be treated by school personnel as a step 7 violation of the discipline ladder. Any adult in violation shall also be subject to discipline under Miss. Code § 97-32-29.

CELL PHONE, ELECTRONICS AND PERSONAL GOODS POLICY

Students are permitted to bring electronic communication devices to school or on a school bus but are not allowed to use the electronic communication devices during school hours. School officials will confiscate any of these communication devices brought to school by students that are not being used according to the policy. In the event a device is brought on campus and is lost, stolen or damaged, the school will not assume any responsibility or cost of the repair of the device. **Smart watches, iPads, Meta (AI) glasses, Beats/Air pods, Bluetooth speakers, etc. are to be confiscated if brought on campus by students.** For the first offense, these items are to be returned to the student at the end of the day. For additional offenses, the parent must retrieve the device from the school officials.

Cell phones are not to be seen nor heard, and cell phone usage is prohibited inside school buildings (hallways, classrooms, and restrooms) during school hours. Earbuds or headphones are not allowed in the hallways, classrooms, and restrooms.

- Students may not possess a cell phone or any electronic device during testing, even if the device is turned off or the student is not using it. Violation of this rule may result in the student's score being invalidated.
- Taking photos or videos on the school campus or on the bus is not allowed.
- Posting photos or videos that were taken at school or on the bus to social media will result in disciplinary consequences.
- Sending, sharing, viewing, or possessing text messages, emails, or other material depicting sexually explicit or offensive content in electronic form on a cell phone or other electronic device while on the campus, or on the bus is prohibited. In addition to disciplinary consequences, this is against the law. You may face criminal charges as well.

Parents, if you have an emergency and need to contact your child, please call the school office, and we will contact your son/daughter. Please do not try to contact them by cell phone.

East Jasper School District, its faculty, and staff are NOT responsible for any damaged, missing or stolen cell phones or other 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.

All electronic items not collected by the end of the school year will be donated to charity.

VIOLATION OF ELECTRONIC DEVICE/CELL PHONE POLICY

Violation of the cell phone/electronic device policy will be referred to the school office and the student will face the following consequences: Each Offense- Teacher will take up the cell phone/electronic device and turn it into the office. The student will be placed on the discipline ladder.

- Students who refuse to give their device to school personnel could result in further disciplinary action which may include suspension.

Students caught using or in possession of an electronic device (i.e. cell phone, smart watch, etc.) during State Testing will have their test invalidated, which means they fail the test and are subject to disciplinary action.



EAST JASPER SCHOOL DISTRICT ALTERNATIVE SCHOOL HANDBOOK



ALTERNATIVE SCHOOL

The Board of Education of the East Jasper School District recognizes that some students, for various reasons, are unable to thrive in the regular classroom environment. To address the needs of these students, alternative settings have been established, and appropriate program modifications have been developed. In compliance with MS Code §37-13-92, the superintendent is authorized to create alternative school programs that cater to the educational needs of students who have been recommended for such programs and services.

Alternative education programs must meet all relevant accreditation requirements set by the Mississippi Department of Education under MS Code §37-13-92. They will be operated under the guidance of the Office of Curriculum and Instruction and will align with the district's regular programs. These programs are intended for various categories of students, including but not limited to:

1. Any compulsory school-aged child who has been suspended OSS (Out of School Suspension) for more than 10 days or expelled from school, except for those expelled for possession of a weapon or other felonious conduct.
2. Any compulsory school-aged child referred to the alternative school based on a documented need for placement by the parent, legal guardian, or custodian due to disciplinary issues.
3. Any compulsory school-aged child is referred to the alternative school program by the disparities order of a chancellor or youth court judge, with the consent of the superintendent of the child's school district.
4. Any compulsory school-aged child whose presence in the classroom is deemed, by the superintendent or principal, to disrupt the educational environment or negatively impact the best interests and welfare of other students and the teacher.

According to MS Code §37-13-92, students who are expelled for possession of a weapon or other serious misconduct are not required to be offered an alternative education. The principal or program administrator of the alternative school must obtain verification from the appropriate guidance counselor regarding the suitability of any child referred to the alternative school program. Before a student can be accepted for placement, the referring school must submit a completed attendance packet to the principal of the alternative school. An intake interview will be scheduled with the child's parent, the principal, the child, and various other staff members at the alternative school before the child is allowed to enter. During this meeting, the child and their parent(s) will be fully informed about the operations of the alternative school and the programs available. The child's Individualized Instructional Plan (IIP) will also be formalized during this conference, guiding the child's behavioral and academic interventions at the alternative school. Therefore, the presence of a parent or guardian at this conference is very important.

Alternative Placement

A principal may recommend the placement of any student in grades K-12 to the EJSD Disciplinary Committee. Under extreme circumstances, other students may be referred to an Alternative School if involved in any criminal or unlawful behavior. The student will be assigned to the Alternative School for a minimum of **45 days**. The committee will consist of at least three certified employees, such as an administrator, counselor, and a special education-certified employee when applicable. A report will be submitted to the superintendent after each committee meeting. As a part of Due Process, students who are suspended from their home school and recommended for expulsion will be given a hearing date during the suspension period before the EJSD Discipline Committee. If represented by counsel, parents must notify the central office two (2) business days prior to the hearing. After the hearing, the committee will decide to either:

East Jasper School District

AUG 26 2025

East Jasper Student Handbook 2025-2026
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If represented by counsel, parents must notify the central office two (2) business days prior to the hearing. After the hearing, the committee will decide to either:

1. Rescind the suspension recommendation and allow the student to return to the home school after completing the full suspension period.
2. Uphold the recommendation of the home-school.
3. Make another recommendation deemed appropriate by the committee.

The parent of a student recommended for placement at the alternative school will be notified of the committee's decision. If the student and parent disagree with the decision of the EJSD Disciplinary Review Committee, they reserve the right to appeal to the EJSD Board of Education. However, until the appeal is heard, the decision of the discipline committee will stand unless otherwise amended by the Superintendent or the EJSD Board of Education.

If a student transfers to East Jasper School District and was suspended or enrolled in an alternative education program at their previous school, the student will be assigned to the alternative school for a minimal 45 days. All students placed in the alternative education program must demonstrate appropriate behavior and follow the school's rules and regulations. Upon placement, students will attend a mandatory intake meeting accompanied by a parent or guardian.

Duration of Alternative School Placement:

The initial placement in the alternative school will be for a **minimum of 45 days**. The superintendent, after consulting with the East Jasper School Board, may reduce the number of days. The principal will usually recommend either the minimum placement, placement for the rest of the school year, or for one calendar year. A student placed in the alternative school for a calendar year can petition the school board in writing for early readmission to the home school after completing a full semester there, excluding the semester of placement. If a student withdraws from school while assigned to the Alternative School, they must return to complete the remaining days of their placement upon re-entry. Students who have been expelled will also return to the Alternative School upon re-entering.

Violations Resulting in Alternative School Placement:

Any student who commits one (1) or more of the following violations may be suspended and/or recommended for expulsion or placement in the Alternative School for a minimum of 45 days or up to one (1) calendar year or more.

1. Receiving more than ten (10) days of out-of-school suspension within one (1) school year.
2. Any compulsory school-age child who has been suspended for habitually disruptive behavior two (2) times and has been placed on a behavioral modification plan may be expelled upon the next act of habitually disruptive behavior.
3. Fighting, instigation of fights, or encouraging others to fight.
4. Cursing an administrator, teacher or other school personnel.
5. Threatening an administrator, teacher, or other school personnel.
6. Creating a major disturbance.
7. Assaulting another student, school personnel, or a visitor.
8. Under the influence of, or possession of, any controlled substance such as drugs or alcohol on school grounds, on a school bus, or at a school-sponsored activity. Any vapes and/or vaping devices will be considered a controlled substance.
9. Vandalizing, damaging, disfiguring, or defacing school property where the damage to property, including cost of repair, is greater than \$250.00.
10. Creating, selling, bartering, transferring, dispensing, or possessing with intent to create, sell, barter, transfer, distribute, or dispense a counterfeit/controlled substance, treated as a felony under MS law.
11. Possession of a knife, handgun, other firearm, explosive device or any other instrument or weapon considered to be dangerous and capable of causing bodily injury harm.
12. Any act of felonious conduct.

13. Continuous disrespect to teachers, other staff, or students, disruptions of the learning process committed by a student.
14. Committing any act described in three (3) through thirteen (13) above on property other than school property or other than at a school-related activity or event when the commission of such act by a student, in the determination of the school principal or superintendent, renders that student'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 students and teachers of such class.
15. Failure to immediately surrender the cell phone or other electronic device to school personnel when directed.

Alternative School Procedures

During the initial intake interview, students and their parents will sign a behavioral contract that clearly outlines all discipline procedures and consequences. It is essential for students to follow all school policies and procedures while attending the alternative school, including the student dress code. If a student is tardy or suspended from the bus, it is the responsibility of the parent or guardian to provide transportation to and from the Alternative School. Students are not permitted to arrange their own transportation while attending this program. The hours of operation for the Alternative School are from 7:15 AM to 2:56 PM. Early pickups are not allowed unless for a doctor's appointment or in the case of illness. Students may receive a warning for minor infractions, while no warning is required for major infractions. If a warning is given and the student repeats the inappropriate behavior, specific consequences will follow.

Minor Discipline Infractions:

1st Offense: 3 days of Out of School Suspension and Parent conference

2nd Offense: 5 days of Out of School Suspension and Parent conference on return

3rd Offense: May result in expulsion from school and referral to Jasper County Youth Court

Major infractions listed below will result in a recommendation to the board for expulsion from the Alternative School.

1. Fighting
2. Threatening students or staff
3. Possession or under the influence of any controlled substance, such as drugs, alcohol, or weapons.
4. Assault.
5. Disorderly conduct.
6. Violations of any of the standards listed above under the title "**Violations Resulting in Alternative School Placement**". According to MS Code of 1972 (§37-13-92), "**Any compulsory school age child who becomes involved in any criminal or violent behavior shall be removed from such Alternative School program and, if probable cause exists, a case shall be referred to the Youth Court.**"

Alternative School Exit Criteria

A student's exit from the Alternative School depends on their regular attendance, appropriate behavior, and academic progress during their time in the program. Before a student can return to the regular school, the alternative education staff will evaluate their behavior, attendance, and academic performance. If a student's behavior, academic progress, or attendance is unsatisfactory, they may remain in the alternative education program until they show more favorable progress. Before a student can re-enter their home school, a parent or guardian must attend a scheduled conference. Students who are required to take state tests may go to their home school only for testing purposes. After completing these tests, parents may need to pick up their children at their home school, as students will not be permitted to remain at those sites unless they have officially been released from the Alternative School.

Requirements for Re-entry to School from Alternative

Students returning to their home school will be placed on Step 6 of the Discipline Plan for 45 days. If the student has no discipline referrals during this time, they will return to Step 1.

1. Be punctual and attend school regularly; do not be absent for more than 3 days during a 9-week grading period.
2. Participate actively in all class instruction and complete all homework assignments.
3. Maintain a grade of 65 or above in all classes.
4. Accept responsibility for your actions and their consequences.
5. Be respectful and courteous to teachers, administrators, staff members, and fellow students at all times.
6. Meet the objectives outlined in your Individual Instructional Plan (IIP).
7. Failure to adhere to points 2, 4, or 5 may result in disciplinary action.

Participation In School Activities

Students assigned to the Alternative School are prohibited from attending or participating in all school activities, both on and off-campus. This includes, but is not limited to, graduation ceremonies, proms, athletic events, and field trips. Exceptions may be granted only by the Superintendent and the East Jasper School Board. Violators will face charges of criminal trespassing and may also receive additional disciplinary consequences, which can include expulsion.

Parental Responsibility and The Law

Another important aspect covered in the intake interview for Alternative School Placement is a clear explanation of the responsibilities of parents or guardians in relation to their children. The following laws pertain to this responsibility:

1. **Weapons Possession:** A parent may be charged with a misdemeanor and could face a fine of up to \$1,000 and/or up to six months in county jail for knowingly allowing a child (under 18) to possess, own, or carry a concealed weapon. (Refer to §97-37 of the MS Code Annotated 1972.)
2. **General Responsibility for a Child's Actions:** A parent, guardian, or custodian of a compulsory school-aged student who is enrolled in a public school district is responsible for any criminal fines incurred by the student for unlawful activities occurring on school grounds. The maximum fine for such activities cannot exceed \$3,500. (Refer to §37-11-53 of the MS Code Annotated 1972.)
3. **Damages:** The public school district is entitled to recover up to \$20,000 in damages, in addition to seeking reimbursement from the parents of a child aged 7 to 17 who maliciously and willfully damages or destroys property belonging to the school district. (Refer to §37-11-53 of the MS Code.)
4. **Attendance at Discipline Conference:** Any parent, guardian, or custodian of a compulsory school-aged child who fails to attend a discipline conference, to which they have been summoned, shall be guilty of a misdemeanor and, upon conviction, shall be fined up to \$250. (Refer to §37-11-53 of the MS Code Annotated 1972.)

Any parent, guardian, or custodian of a child of compulsory school age who refuses or willingly fails to fulfill their responsibilities may be charged with a misdemeanor. Upon conviction, they could face a fine of up to \$3,500, according to §37-11-53 of the Mississippi Code Annotated 1972.

East Jasper School District Disciplinary Definitions

Conference: A formal meeting held between the student and one or more school officials.

Counselor Involvement: Includes counselor, administrative, or student-initiated counseling sessions. The involvement may include seminars, which are specific instructional modules on specific topics aimed at helping the student cope with certain behavioral problems.

Expulsion: The total exclusion of the student from participation in or attendance at any school-related activity. A student who has been expelled from the East Jasper School District must apply in writing to the Board of Education for possible re-admission. Due process will be followed.

Fighting or Provoking a Fight: Striking or grabbing a fellow student, starting a fight by the same manner, verbally or in some other way encouraging people to fight, or play fighting constitutes this offense. These may be considered violent acts. Students who are involved in assaults, who engage in fighting, or who are responsible in any way for fighting while under the jurisdiction of the school are subject to arrest, removal, and/or expulsion from school in accordance with statutes and/or district policy. This includes fighting while on a bus, at bus stops, or at any activity/event sponsored by the East Jasper School District. In addition, students who commit violations punishable by state law may be subject to immediate arrest and transportation to a local law enforcement facility and/or a youth detention center, as determined by state and local policies and the local Youth Court. In such instances and pursuant to school district policy, school/district personnel will file the appropriate legal charges (disturbance, assault, etc.).

Involvement of Security: If security gains control of the incident, the parent will be contacted to remove the student from the campus. If security is unable to gain control of the incident, the student will be processed into the legal system of the local police department or sheriff's office.

Parent Conference at School: Held when the parent must come to the school for a formal meeting concerning a student.

Parent Contact/Involvement: Occurs when parents are notified by telephone, personal contact, or letter. A conference is conducted between the student, parents or legal guardian, and appropriate school personnel.

Referral to Alternative School: Students are assigned to the Alternative School according to School Board Policy. Students who are assigned to the Alternative School may not attend any school activities at any school in the East Jasper School District. Further, if the home school is participating in an activity on another school campus, the student who is assigned to the Alternative School may not attend the activity on the campus where the school is participating.

Referral to Outside Agencies: Students and/or educationally negligent parents may be referred to mental health agencies, the juvenile court judge, the juvenile officer, etc.

School Bus Suspension: Student cannot ride any school bus during the time of his/her suspension.

Suspension

Out-of-School: Occurs when the student is removed from the regular school program from one to ten days. It is a forfeiture of participation in regularly scheduled school activities for the time designated during suspension. Graded work missed during the time of suspension may be made up at a time designated by school officials. Parents must have a conference with the designated school administrator before the child will be allowed to return to classes. Telephone calls will not be acceptable. The out of school suspension may be at home or assignment may be made

to the alternative school. State law requires suspension for certain indicated offenses. Repeated patterns of misbehavior may require counseling, parental involvement, and assistance to the extent that the parent may be requested to come to school and attend classes with the student in order to identify and correct such behavioral patterns. *Further, suspended students shall not trespass upon any other school campus or enter into any other school building except for a pre-arranged conference with a principal.*

In-School Detention (ISD): Occurs when the student is removed from regular classes but remains on the school site. ISD requires that a student complete all assignments during the period of detention. Additional time in ISD may be given for failure to complete assignments in the ISD program. A student who disrupts the ISD program will be referred to the appropriate building administrator and the student will complete the assigned suspension out-of-school. He/she will not be allowed to return to regular classes until suspension is completed in its entirety.

Corporal Punishment: Will be permitted at The New William J. Berry Elementary School with written authorization by parents and will be administered by the principal or teacher for minor infractions. A certified witness must be present.

Behavior Modification Plan: A plan developed by teachers, administrators, and parents when a student has been determined to be continually disruptive. The plan will outline desired behavioral goals for the student, methods of achieving the goals, and consequences for noncompliance.

Expulsion: The total exclusion of the student from participation in or attendance at any regular school or school-related activity. A student who has been expelled from the East Jasper School District must apply in person to the Board of Education for possible re-admission into the regular school program.



EAST JASPER SCHOOL DISTRICT ATHLETIC HANDBOOK



The East Jasper School District Athletic Handbook is presented to you because you have indicated a desire to participate in the athletic programs. It serves as an information guide for all concerned parents who have expressed a willingness to permit their child to participate. Participation in interscholastic sports provides a wealth of opportunities and experiences that assist students in personal growth and maturation.

As educators, coaches, and administrators, our goal is to organize and administer a broad-based athletic program that will allow students with athletic interest an opportunity for safe participation in the sports of their choice. Our programs will provide experiences that enhance each student's growth and maturity academically, socially, and physically. The East Jasper School District athletic program will also serve as a source of pride for participants, our school district, and our community.

Our staff is committed to providing:

1. An opportunity to earn a roster position through a tryout process.
2. Adequate equipment and facilities.
3. Well trained coaches.
4. Equalized competition.
5. An atmosphere of fairness and sportsmanship through competition.

Likewise, as a student-athlete, you must commit to a standard of conduct and effort that exemplifies the fulfillment of certain responsibilities and expectations of the proud tradition of the Jasper School District. While this handbook merely serves as an overview and does not attempt to cover every situation that could arise, it is our hope that through this information guide our students and parents will have a better understanding of these responsibilities.

UNDERSTANDING OF RULES AND REGULATIONS OF THIS HANDBOOK

We hope that the parents and athletes understand the rules and regulations covered in this handbook. If a rule or regulation is broken and dismissal from a team is necessary, then the parent will be notified why the dismissal took place. It should be understood that the coach has the final say and is the final authority regarding dismissal from a team. Any athlete or family members of an athlete that are removed from an athletic event by an official, police or administrator is subject to suspension by the administration from all athletic events for the remainder of that season or that year. Any fan that disrupts an athletic event is subject to suspension from all athletic events for the remainder of that season or that year.

PHILOSOPHY OF THE ATHLETIC DEPARTMENT

The philosophy of the East Jasper School District Athletic Department is to maintain a broad based program that will afford all students with athletic interest an opportunity for safe participation in the sports of their choice. The coaches shall deal with the athletes with firmness and fairness in order to establish the leadership they respect and admire.

GOAL OF THE ATHLETIC DEPARTMENT

The student athlete will develop the skills necessary to become independent problem solving adults and become a positive influence in society, not just a good athlete.

East Jasper School District

AUG 26 2025

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East Jasper Student Handbook 2025-2026
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REQUIREMENTS FOR PARTICIPATION

Remember that as an athlete you are not eligible to participate in any sport until the following items have been completed:

1. Physical examination completed and on file in the athletic office by the first day of
 - a. practice as established by the coach.
2. Completed Emergency Consent Authorization Form.
3. Completed Consent for Drug Testing Form.
4. Signed confirmation and consent forms from Athletic Handbook.
5. All eligibility requirements have been satisfied as established by the Mississippi High School Activities Association.
6. Completed Concussion Fact Sheet from the Mississippi High School Activities
 - a. Association.

ATHLETES RESPONSIBILITIES

1. In the classroom: In the academic area, the athlete is expected to become a good student. A good student does not mean all “A’s”. A good student means doing the best in academics.
2. Practice & Games: The athlete is expected to attend regardless of holidays, job commitment, social activities or week-ends.
3. Absences: An athlete should consult his/her coach before missing practice. Missing practice or an event without good reason will be dealt with severely. An athlete missing for any reason is expected to make up the practice session.
4. Disciplinary action will be at the discretion of the coach. School Attendance: Students who miss school or check out on the day of an athletic event will not be allowed to participate unless they missed for an emergency or the building principal excused their absence.
5. Out of School and In School Suspension: If an athlete is suspended from school or is assigned to In School Suspension, they may not attend, play, or practice in any school extracurricular activity and no coach or school personnel will be allowed to work them out until they have completed their suspension.
6. Care and Responsibility for Equipment: Equipment should be turned in within one week following the end of the season. An athlete is financially responsible for all equipment checked out to him/her. The cost of destroyed/lost equipment will be replacement costs. An athlete must treat school equipment and facilities as though it were his/her personal property. It should never be abused. If an athlete is involved in the theft of school equipment, he/she could be dismissed from the team.
7. Student Athletes and Social Networking: As a student-athlete, one is a representative of the school and community and always in the public eye. The Athletic Department advises student-athletes to exercise extreme caution in their use of social networking (i.e.; Facebook, Instagram, X, Snap Chat, YouTube, etc.). Student-athletes should not post inappropriate information or pictures on social networking websites that damage or embarrass individuals, teams, the Athletic Department or the school. Student-athletes should keep the following information in mind before participating in social networking:
 - Always represent oneself and one’s school respectfully.
 - Once any text, photo, tweets, or video is placed online, it is completely out of your control, regardless of whether you limit access to your page. Assume that everything posted is permanent.
 - Do not post information, photos, tweets or other items online that could embarrass you, your family, your team, the athletic department or school. This includes information, photos, tweets and items that may be posted by others on their page or on your webpage.
 - Do not post disrespectful comments or engage in inappropriate behavior such as the following:
 - Derogatory or defamatory language;

- Derogatory or defamatory comments about teammates, coaches, officials, opponents, athletics or the school.
 - Student-athletes could face disciplinary action and even dismissal for violation of school, team, athletic department or The Mississippi High School Activities Association policy or rules.
8. **Bullying and Hazing:** Bullying and hazing of any kind will not be tolerated. (Refer to the East Jasper School District Handbook.)
 9. **Proper Conduct and Sportsmanship:** Proper conduct and good sportsmanship are expected at all times. Athletes should be good role models both in and out of the classroom. As ambassadors of East Jasper School District, student-athletes and coaches should strive to represent the very best spirit and tradition of athletics. Remember that athletes not only represent oneself, but one's teammates, coaches, the entire athletic department, the school and community. Student-athletes shall exemplify good sportsmanship on and off the field of play, during pre- and post-game comments to the media, and when traveling and participating at other institutions. Profanity, derogatory comments or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated. The dress code for games is the same as a handbook or established by the coach of that sport.
 10. **Any athlete charged with a felony or arrested will automatically be suspended from that sport and will not be allowed to try out or practice with another sport until they have been cleared of all charges.**

TEAM RESPONSIBILITY

- Common goals and group loyalties.
- Subordination of self-interest to team values.
- Self-discipline and personal sacrifice for team goals.

The coach and athletic director are primarily responsible for implementing these goals and standards. No student is obligated to take part in athletics. Athletics is a privilege, not a right. Since it is a privilege, the coach should have authority to revoke the privilege, when rules are broken. Each athlete will realize that the school wishes the athlete to reach his/her very best achievement level, both in life and in interscholastic athletics.

DISCIPLINE POLICY

Under our athletic philosophy, each head coach has the authority to create team rules that are specific to his or her sport; however, there are several rules and policies that are universal. The following is a listing of some important rules and policies of our athletic department that student athletes and their parents should understand.

1. Disciplinary action taken toward students who are found to be in violation of the school drug policy, will follow the disciplinary actions and procedures set forth in the East Jasper School Handbook.
2. Disciplinary action taken toward students who are involved with controlled substances, but not at school or while participating in a school activity and are involved in extracurricular activities.
 - A. Alcohol/Drugs
 1. First violation: The athlete will be suspended from 20% of the games or activities scheduled. Parents will be notified. There must be substantial proof of wrong doings.
 2. Second violation: The athlete will be suspended from 50% of games or activities scheduled. Parents will be notified. There must be substantial proof of wrong doings. Athletes will also be required to visit with a trained professional (school counselor, church counselor, youth minister, pastor, etc.) or attend an alcohol/drug abuse awareness program, which shall be approved through the Athletic Director's office.
 3. Third violation: The athlete will be dismissed from ALL sports and activities for one calendar year – starting with the date of the incident.

4. Fourth violation: The athlete will be dismissed indefinitely from ALL sports and activities for the remainder of their enrollment in the East Jasper School District.

B. Tobacco (including smokeless)

- If infraction occurs on school property, the policies and procedures set forth in the handbook, will be the policies and procedures followed. If the infraction occurs while not at school or while participating in a school activity and are involved in extracurricular activities:
 1. First violation: the athlete will be suspended from 10% of the games or activities scheduled. Parents will be notified.
 2. Second violation: The athlete will be suspended from 20% of the games or activities scheduled. Parents will be notified. He/she will also be required to attend a tobacco awareness program set up through the school.
 3. Third violation: The athlete will be suspended from 30% of the games or activities scheduled. He/she will also be required to attend a more in-depth tobacco awareness programs as set up through the coach.
 4. Fourth violation: The athlete will be suspended from 40% of the games or activities scheduled. Parents will be notified. The athlete must repeat the tobacco awareness program. (Continue with 10% more games suspended with each repeated offense.)

SUSPENSION GUIDELINES FOR STUDENT ATHLETES

- **In-Season Suspension:** If the athlete is currently participating in a sport, the suspension will begin immediately.
- **Out-of-Season Suspension:** If the athlete's sport is not in season, the suspension will begin at the start of their next sport.
- **Multiple Sports/Activities:** An athlete will not be penalized twice for the same offense, even if they participate in more than one sport or activity.
- **Simultaneous Sports:** If the athlete is participating in two sports at the same time (e.g., softball and track), the suspension percentage will be divided between both sports.
- **Insufficient Games:** If the remaining number of games is fewer than the required suspension percentage, the suspension will carry over into the athlete's next sport.
- **Subsequent Violations:** Any violation that occurs during a second sport or activity season will be considered the athlete's second violation.

ATHLETIC DEPARTMENT POLICIES

1. Athletic Participation

- Students will be encouraged by the coaching staff to participate in any sport they desire.
- The head coach in each sport has complete discretion as to who plays, how long they play, and under what circumstances they play or do not play.
- Try-outs: Sports that are limited in number of participants will conduct try-outs based on ability, potential and grade level. Selection of the team will be at the discretion of the coach.

2. Dropping and Transferring Sports

- Student who drops a sport may not rejoin the team until the next tryout period. (Exceptions will be granted for reasons deemed worthy of appeal by the Athletic Director)
- An athlete who quits a sport is not allowed to participate in another sport without the consent of both coaches involved or until the season of the sport he/she quit has ended.

3. Travel

- All athletes must travel to and from athletic contests in transportation provided by the athletic department or must have prior approval by their coach and signed parental consent on approved form before leaving for the event.
- Athletes will remain with their squad and under the supervision of their coach when attending away games or events.
- All regular school bus rules will be followed, including those pertaining to food, noise, remaining in seats, and care and respect for equipment.

4. Injuries/Illness Notification

- In effort to provide safe participation in all athletic activities, it is of the utmost importance that our coaches and training staff be informed of all injuries or illnesses no matter how minor. Please provide timely notice of any doctor's orders or recommendations pertaining to participation. If a doctor's note ordered no play or no practice, then a doctor's note will be required for return to play.

5. Conflicts in Extra-Curricular Activities

- An individual student who attempts to participate in too many extracurricular activities will, undoubtedly, be in a position of a conflict of obligations.
- Coaches recognize that each student should have the opportunity for a broad range of experiences in the area of extracurricular activities, and to this end, will attempt to schedule events in a manner so as to minimize conflicts.
- Students have a responsibility to do everything they can to avoid continuous conflicts. This would include being cautious about participating in too many activities.
- When conflicts do arise, coaches will do their best to work out a solution. If it becomes obvious that a student cannot fulfill the obligation of a school activity, the student should withdraw from that activity.
***It is the student's responsibility to contact the coach as soon as he/she knows that there will be a conflict in schedules.**

6. Eligibility Highlights

- Eligibility rules shall apply to all students participating in interscholastic athletic competition in all activities/athletics at all levels of play, including middle schools (grades 7-12).
- An ineligible student shall not dress out in uniform for any games or contests. Ineligible students shall not be allowed to participate in any MHSAA sanctioned event.
- It is a school's responsibility to educate student-athletes, parents, coaches, and other appropriate persons on MHSAA rules, including eligibility rules that affect them. Additionally, a school is required to monitor its compliance with all MHSAA constitutional rules and by-laws, including MHSAA rules governing sports and activities and NFHS rules governing the same.
- The school shall maintain information on each student-athlete in a place to be determined by the principal. A school failing to adhere to all required rules and/or failing to have all required eligibility forms properly completed, signed, and maintained shall be subject to a penalty.
 1. The following eligibility documents are required:
 1. Legal proof of birth
 2. Current Medical Examination Form
 3. Completed and properly signed Student Participation Clearance Form
 4. Recommend a completed and properly signed Substance Abuse/Misuse Contract
 5. Official copy of grades readily available
 6. An official copy of the student's transcript
- Once a principal officially requests an eligibility ruling on a student from his/her school, the student shall be ineligible for interscholastic participation at all levels in all MHSAA activities until he/she is ruled eligible by the Executive Director.

REGISTRATION AND SUBMISSION OF STUDENTS

2.4.1 Prior to the first interscholastic contest (jamboree or regular season game) of each activity year, each student shall be properly and completely entered in the eligibility program before being allowed to participate. Proper and complete registration of each student shall include the correct date of birth and birth certificate number. This information shall be filed before playing in a scrimmage or regular season contest, whichever occurs first.

2.4.2 No student shall be eligible for interscholastic competition until his/her name with all required information has been entered in DragonFly each school year.

2.4.3 It shall be the school's responsibility to verify and certify that each student is eligible under all MHSAA's eligibility rules and should keep a filed copy of eligibility documents.

2.4.4 If a principal or school official fails to check records adequately, and a coach has played a player(s) who would otherwise be eligible, that player(s) will be dropped from the team, and the school will be fined \$100.00 for each player. If cleared by the Executive Director, the player may be reinstated, and the team may take part in the playoff, if it so qualifies. Should this occur a second 18 times during the same school year, the school will be fined \$500.00 and that sport placed on probation for a period not to exceed twelve months.

ENROLLMENT REQUIREMENTS FOR PARTICIPATION

2.5.1 If a school or student chooses to be virtual – this is considered being homeschooled and no participation will be allowed in athletics or activities.

2.5.2 For participation, a student shall be a bona fide student. He/she shall be legally enrolled in a MHSAA member school, take the required number of subjects for graduation by his/her local district and conduct himself/herself appropriately. State Statute 37-15-9, Section A, the family must be a legal resident of the state of Mississippi.

2.5.3 For junior high/middle school activities, a student must be a bona fide student. He/she shall be enrolled in an MHSAA member school, take four basic courses (any subject that meets the equivalent of at least 250 minutes per week or meets the Mississippi Department of Education requirement and conduct himself/herself appropriately).

2.5.4 A student in a homebound or home-schooled program shall not be considered a bona fide student at a MHSAA member school. Refer to rule 2.5.2.

2.5.5 A student may not have participated in activities/athletics above the high school level.

2.5.6 A student may take college courses approved by the Mississippi Department of Education but none that would render the student more proficient in any sponsored activity of the MHSAA.

2.5.7 Students who participate in summer college academic programs may not take a course that could make them more proficient in a sponsored high school activity than a student not enrolled in the course. An example of this restriction is a student could not take a summer college course in debate or public speaking if he/she plans to participate in this activity.

2.5.8 A student shall not represent two member schools (practices or games) in the same sport during a season.

AGE & ENTRY REQUIREMENTS FOR MHSAA ATHLETICS/ACTIVITIES COMPETITION, GRADES 7-12

2.6.1 A student becomes ineligible for interscholastic participation if he/she has reached his/her 19th birthday before August 1 of that school year. See rule 2.40.1 for additional information.

2.6.2 A fine of \$1000.00 will be assessed on any school that plays a student who does not meet the age requirement.

2.6.3 If a student becomes 19 on or after August 1, he/ she shall be eligible for the remainder of the school year, if he/she meets all other eligibility rules.

2.6.4 A seventh grader must not have reached 14 years of age prior to August 1.

2.6.5 An eighth grader must not have reached 15 years of age prior to August 1.

2.6.6 A ninth grader must not have reached 16 years of age prior to August 1.

LENGTH OF ELIGIBILITY

2.7.1 Upon entering the 9th grade for the first time, a student shall be eligible for competition on high school athletic/activity teams for four consecutive years. Proof of a student's entry into the 9th grade shall be made available to the MHSAA within 24 hours, if requested.

MEDICAL HISTORY EVALUATION AND EXAMINATION

2.8.1 Prior to tryouts or practices in the season in which he/she participates, each student shall pass a medical examination administered annually by a licensed physician, a licensed nurse practitioner who is in collaboration with a licensed physician, and/or a licensed physician's assistant under the supervision of a licensed physician. The medical examination shall be valid for one calendar year. Physicals on or after April 1 shall be valid for the entirety of the following school year.

Grade Point Average

According to Mississippi law, a student must maintain a grade point average of at least a **2.0 or "C" average in order to participate** in interscholastic sports/activities. Grade point averages will be calculated at the conclusion of the first semester using the semester averages of all courses the student is taking. Students who do not have a 2.0 or "C" average for the first semester will be ineligible for the second semester. **At the end of the school year**, each student's grade point average for the year will be assessed. This assessment will reflect the average for the entire year using the final grades for each course. A student who does not have a grade point average of at least a 2.0 or "C" average, will be ineligible for fall semester.

High school eligibility begins when a student enters ninth grade. To be eligible for the fall semester, a student must be promoted to ninth grade with at least an overall 2.0 or "C" average of all eighth grade courses. 2.10.6 A student may become eligible for the second semester if he/she fails the year-end average the previous year, by achieving at least an overall 2.0 of "C" average at the end of the first semester. 2.10.7 A 2.0 or "C" average may be calculated in two ways: 1. Grade point average: A= 4, B=3, C=2, D=1, F=0. 2. Numerical average: place all semester or year-end averages in the local grading scale. If the overall average is a "C" or better, the student is eligible.

JUNIOR HIGH/MIDDLE SCHOOL SCHOLASTIC REQUIREMENT

2.11.1 For participation on the junior high/middle school level, a student must be promoted (if not promoted, they are ineligible for the entire year) and have passed any four basic courses (any subject that meets the equivalent of at least 250 minutes per week or meets the State Department requirement) with a 2.0 or "C" average the previous semester (computed numerically or by GPA). The year-end average of four basic courses passed will be used to determine eligibility for the fall semester. The same guidelines apply at the end of the first semester for spring participation. Students must be on track to be promoted to be eligible.

2.11.2 A student on the junior high/middle school level, who was promoted but is not eligible at the beginning of the school year due to his academic average, may become eligible for the second semester only once during the student's junior high/middle school career by passing four basic courses with an overall average of 2.0 at the end of the first semester.

2.11.3 Middle School teams can be a combined 7/8 grade team and/or an "A" Team or "B" Team. The "A" team is the only team that can compete for any championship.

The "B" team would be treated as a Middle School JV team with no championship consideration

2.11.4 Middle School athletes can only play a total of 6 quarters, 3 halves, or 7 innings per night in "A/B" team games. Schools MUST submit rosters for "A" teams and "B" teams.

SEVENTH AND EIGHTH GRADE PARTICIPATION ON THE HIGH SCHOOL LEVEL

2.12.1 In order to participate for all athletics and activities in the fall, a student must be promoted (if not promoted, they are ineligible for the entire year) having passed the four core courses (English, math, science and social studies), and the average of those four core courses must be a "C" or above. For spring semester eligibility, the student does not have to be passing all four core courses, but the average of those four core courses must be a "C" or above.

2.12.2 Students who are allowed to participate on a high school team in any sport/activity shall not be allowed to participate on a junior high school team in the same sport/activity at the same time or at a later date.

2.12.3 Students who are playing up (seventh to eighth) are not allowed to participate on the seventh grade team in the same sport/activity at the same time or at a later date.

2.12.4 Ninth grade participation shall be considered as Junior Varsity participation keeping in mind the number of quarters or innings participating during a school week.

SPECIAL EDUCATION REQUIREMENTS

2.13.1 Special education students making satisfactory progress according to the committees reviewing their Individual Education Plans (IEP) shall be academically eligible. Special education students must maintain attendance according to district policy, be assigned a date entering ninth grade corresponding to other students of that age and be subject to all other rules and regulations of the MHSAA.

GENERAL INFORMATION CONCERNING ATHLETICS

SUMMER WORKOUTS: All athletes are expected to maintain their physical conditioning throughout the summer. Coaches should inform athletes of any special workout programs to be followed. Weight rooms and gyms will be open as scheduled through the summer.

TEAM CAMPS: Coaches may enroll their teams in organized team camps during the summer. Athletes are encouraged to attend if possible. Spirit team members will be required to attend camp.

OFF SEASON: The purpose of an off-season is to prepare a student physically and mentally for participation in athletics; therefore, it is in the student's best interest to have completed a conditioning program before participation in a sport. Required participation is left up to the discretion of the coach.

TEAM TRIPS: All students must travel to events in transportation provided by the East Jasper School District. Special arrangements can be made for travel if approved by the building administrator. Sign-out sheets will be provided by the coach, sponsor or teacher for students to go with their parents after the event.

CONTACTING COACHES: Please give a respectful 24-hour period before contacting the coach about concerns. Do not expect to speak with the coach during practice or before, during, and after games.

EAST JASPER SCHOOL DISTRICT ATHLETIC DEPARTMENT CONSENT FORM

I hereby give my consent for _____ to compete in interscholastic sports; participate in related practice sessions and to travel with the team/coach for such functions. I acknowledge that even with proper instruction and supervision, proper use of equipment, and strict observance of the rules, injuries and accidents are still a possibility. I understand that the East Jasper School District or its employees will not be liable if an injury or accident occurs. I give my consent for treatment at the best medical facility available in case of injury, accident, or illness. I understand that I am required to have Primary Insurance Coverage. I understand that the East Jasper School District will not be responsible for payment of any medical bill that the family's personal policy or the district's athletic insurance does not pay. I also agree to be responsible for the return of any athletic equipment issued to the above-named student in quality condition. I have read the East Jasper Athletic Handbook and do hereby agree to comply with and follow the guidelines outlined to participate in the East Jasper School Athletics.

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS.

Signature of Parent/Guardian Date

Signature of Athlete/Date

NOTE: This form must be signed and returned to the Coach before an athlete may participate in any athletic activity. Please sign, detach and return to your Coach.

MISSISSIPPI REGULATIONS ON SCHOOL VIOLENCE

Prohibition of Weapons on School Property

Definitions:

- **Educational Property:** Any public or private school building or bus, public or private school campus recreational area, athletic field, or other property owned or actually used or operated for school purposes.
 - **Student:** A person enrolled in a public or private school or a person who has been suspended or expelled within the last five years from a public or private school, college, or university, whether the person is an adult or a minor.
 - **Switchblade Knife:** A knife containing a blade or blades, which opens automatically by the release of a spring or a similar contrivance.
 - **Weapon:** shall mean any of the following: gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine or powerful explosive, BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshots, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades, any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation for food, instruction and maintenance of educational property.
1. It shall be a felony for any person to possess or carry whether openly or concealed any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine or powerful explosive on educational property. (This does not apply to a BB gun, air rifle, or air pistol.) Any person violating this section shall be guilty of a felony and, upon conviction thereof, shall be fined not more than \$5,000.00 or imprisoned for not more than three years or both.
 2. It shall be a felony for any person to cause, encourage or aid a minor who is less than 18 years old to possess or carry, whether openly or concealed, any gun, rifle, pistol or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine or powerful explosive on educational property. (This does not apply to a BB gun, air rifle or air pistol.) Any person violating this subsection shall be guilty of a felony and, upon conviction thereof, shall be fined not more than \$5,000.00, or committed to the custody of the State Department of Corrections for not more than three years, or both.
 3. It shall be a misdemeanor for any person to possess or carry whether openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors, and razor blades, and any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation for food, instruction and maintenance of educational property. Any person violating this section shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than \$1,000.00 or imprisoned not exceeding six months or both.
 4. It shall be a misdemeanor for any person to cause, encourage or aid a minor who is less than 18 years old to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation for food, instruction and maintenance of educational property. Any person violating this section shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than \$1,000.00 or imprisoned not exceeding six months or both.
 5. **Exceptions to Weapons Prohibition** include weapons used solely for educational or school sanctioned ceremonies, carried by persons as authorized by law, kept in a home school and used in organized shooting events as well as certain non-prohibited weapons in vehicles under parental control and used to transport a student and carried, concealed in whole or part, if going or returning from a legitimate weapon-related sports activity.

Enrollment and Assignment of Students

Expulsion Notice: 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.

Temporary Admission: If a child is a party to an expulsion proceeding, the child may be admitted to school pending final disposition of the proceeding. If it results in expulsion, the school may revoke admission.

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 1972.

Parental Responsibility

Weapons Possession: A parent may be guilty of a misdemeanor and fined up to \$1,000.00 and/or up to six months in the county jail for knowingly allowing a child (under 18) to have, own, or carry a concealed weapon. 97-37-13 Mississippi Code, Annotated 1972.

General Responsibility for Child's Acts: The district's discipline plan must be given to students, and parents must sign a statement verifying notice of the plan. The plan must include statements regarding parental responsibility and any parent, guardian, or custodian of a compulsory school age child who refuses or fails to perform any of the duties imposed, shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed \$3,500.00. 37-11-53 Mississippi Code, Annotated 1972.

A parent, guardian, or custodian of a compulsory school age youngster enrolled in a public school district shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds (fine not to exceed \$3,500.00). 37-11-53 Mississippi Code, Annotated 1972.

Damages: The public school district is entitled to recover up to \$20,000.00 in damages in addition to any other recovery, from the parents of a child (7-17 years of age) who maliciously and willfully damages or destroys property belonging to the School District. 37-11-53 Mississippi Code, Annotated 1972.

Attendance at Discipline Conference: Any parent, guardian, or custodian of a compulsory school age child who shall fail to attend a discipline conference to which such parent, guardian, or custodian has been summoned shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed \$250.00. 37-11-53 Mississippi Code, Annotated 1972.

Reporting Requirements

Teachers and School Employees: Any teacher or other school employee who has knowledge of any unlawful activity or violent acts which occurred on educational property or during a school-related activity shall report such activity or acts to the principal of the school who shall notify the appropriate law enforcement officials as required by this section. 37-11-29 Mississippi Code, Annotated 1972.

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. 37-11-29 Mississippi Code, Annotated 1972.

Superintendents: 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 or students 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 months or both.

Appendix

The items listed below are included in the "Appendices" section of this student handbook. Parents should sign all forms that require a signature and return them to your child's school as soon as possible.

1. Parent-Student-Teacher-Administrator Compacts	146
2. Media Release Form	150
3. Acceptable Use Policy	151
4. CIPA/COPPA Compliance Policy	156
5. Homeless Survey	159
6. Parent and Community Involvement Comments	160
7. Receipt of Handbook	185



The New William J. Berry Elementary School-Parent-Student Compact, 2025-2026

Mission Statement: The mission of The New William J. Berry Elementary is to make all students productive citizens by affording them the opportunity to fulfil their learning potential and to meet the highest standards in a safe environment.

School Agreement:

- ✓ Provide high quality curriculum (MS College & Career Ready Standards) and learning materials.
- ✓ Provide opportunities for ongoing communication between parents and teachers through, at a minimum:
 - Open House
 - Parent-Teacher conferences/Report card pick-up
 - Monthly School Calendar of Events
 - Parent Universities
 - Progress Reports midway through nine weeks
 - Phone calls /All Call System (ongoing)
 - Opportunities to talk with staff, volunteer in class activities
 - Active Parent (Access to child’s attendance, grades, homework, and discipline)
- ✓ Provide you with assistance in understanding academic achievement standards and assessments and how to monitor your child’s progress.
- ✓ Come to class prepared to teach.

Parent Agreement:

- ✓ Encourage your child to attend school regularly and on time.
- ✓ Provide a home environment that encourages my child to learn
- ✓ Establish a time for homework and review it regularly.
- ✓ Read with my child and let my child see me read.
- ✓ Communicate regularly with my child’s teachers.
- ✓ Support the school in developing positive behaviors.
- ✓ Talk with my child about his/her school activities every day.
- ✓ Monitor television watching and encourage positive use of your child’s extracurricular time.
- ✓ Volunteer in my child’s class activities or provide other assistance by serving on the P16 Council.
- ✓ Show respect and support for my child, the teachers, the administrators, and the school.
- ✓ Attend parent grade level meetings, when appropriate, in decisions relating to your child’s education.

Student Agreement

- ✓ Follow directions the first time they are given.
- ✓ Attend school every day and arrive on time.
- ✓ Be kind, respectful, and courteous to myself, my teachers, and others.
- ✓ Be actively involved in the learning which takes place in my classes.
- ✓ Read at least 30 minutes each day outside of school time.
- ✓ Work cooperatively with my classmates.
- ✓ Obey the school and the bus rules.
- ✓ Come to school prepared with my homework and my supplies.
- ✓ Believe that I can learn and will learn.
- ✓ Give notices and information from my school to my parents or the adult who is responsible for my welfare.

HAND IN HAND, WE WILL WORK TOGETHER TO CARRY OUT THE AGREEMENT OF THIS COMPACT.

Parent/Guardian Name: PRINT _____ Signature _____ Date _____

Student’s Name
PRINT _____ Signature _____ Date _____

Teacher’s Name
PRINT _____ Signature _____ Date _____

Heidelberg Junior High School-Parent-Student Compact, 2025-2026

Mission Statement: The mission of Heidelberg Junior High School is to make all students productive citizens by affording them the opportunity to fulfil their learning potential and to meet the highest standards in a safe environment.

School Agreement:

- ✓ Provide high quality curriculum (MS College & Career Ready Standards) and learning materials.
- ✓ Provide opportunities for ongoing communication between parents and teachers through, at a minimum:
 - Open House
 - Parent-Teacher conferences/Report card pick-up
 - Monthly School Calendar of Events
 - Parent Universities
 - Progress Reports midway through nine weeks
 - Phone calls /All Call System (ongoing)
 - Opportunities to talk with staff, volunteer in class activities
 - Active Parent (Access to child's attendance, grades, homework, and discipline)
- ✓ Provide you with assistance in understanding academic achievement standards and assessments and how to monitor your child's progress.
- ✓ Come to class prepared to teach.

Parent Agreement:

- ✓ Encourage your child to attend school regularly and on time.
- ✓ Provide a home environment that encourages my child to learn
- ✓ Establish a time for homework and review it regularly.
- ✓ Read with my child and let my child see me read.
- ✓ Communicate regularly with my child's teachers.
- ✓ Support the school in developing positive behaviors.
- ✓ Talk with my child about his/her school activities every day.
- ✓ Monitor television watching and encourage positive use of your child's extracurricular time.
- ✓ Volunteer in my child's class activities or provide other assistance by serving on the P16 Council.
- ✓ Show respect and support for my child, the teachers, the administrators, and the school.
- ✓ Attend parent grade level meetings, when appropriate, in decisions relating to your child's education.

Student Agreement

- ✓ Follow directions the first time they are given.
- ✓ Attend school every day and arrive on time.
- ✓ Be kind, respectful, and courteous to myself, my teachers, and others.
- ✓ Be actively involved in the learning which takes place in my classes.
- ✓ Read at least 30 minutes each day outside of school time.
- ✓ Work cooperatively with my classmates.
- ✓ Obey the school and the bus rules.
- ✓ Come to school prepared with my homework and my supplies.
- ✓ Believe that I can learn and will learn.
- ✓ Give notices and information from my school to my parents or the adult who is responsible for my welfare.

HAND IN HAND, WE WILL WORK TOGETHER TO CARRY OUT THE AGREEMENT OF THIS COMPACT.

Parent/Guardian Name: PRINT _____ Signature _____ Date _____

Student's Name: PRINT _____ Signature _____ Date _____

Teacher's Name: PRINT _____ Signature _____ Date _____

The Heidelberg High School-Parent-Student Compact, 2025-2026

Mission Statement: The mission of Heidelberg High School is to make all students productive citizens by affording them the opportunity to fulfil their learning potential and to meet the highest standards in a safe environment.

School Agreement:

- ✓ Provide high quality curriculum (MS College & Career Ready Standards) and learning materials.
- ✓ Provide opportunities for ongoing communication between parents and teachers through, at a minimum:
 - Open House
 - Parent-Teacher conferences/Report card pick-up
 - Monthly School Calendar of Events
 - Parent Universities
 - Progress Reports midway through nine weeks
 - Phone calls /All Call System (ongoing)
 - Opportunities to talk with staff, volunteer in class activities
 - Active Parent (Access to child’s attendance, grades, homework, and discipline)
- ✓ Provide you with assistance in understanding academic achievement standards and assessments and how to monitor your child’s progress.
- ✓ Come to class prepared to teach.

Parent Agreement:

- ✓ Encourage your child to attend school regularly and on time.
- ✓ Provide a home environment that encourages my child to learn
- ✓ Establish a time for homework and review it regularly.
- ✓ Read with my child and let my child see me read.
- ✓ Communicate regularly with my child’s teachers.
- ✓ Support the school in developing positive behaviors.
- ✓ Talk with my child about his/her school activities every day.
- ✓ Monitor television watching and encourage positive use of your child’s extracurricular time.
- ✓ Volunteer in my child’s class activities or provide other assistance by serving on the P16 Council.
- ✓ Show respect and support for my child, the teachers, the administrators, and the school.
- ✓ Attend parent grade level meetings, when appropriate, in decisions relating to your child’s education.

Student Agreement

- ✓ Follow directions the first time they are given.
- ✓ Attend school every day and arrive on time.
- ✓ Be kind, respectful, and courteous to myself, my teachers, and others.
- ✓ Be actively involved in the learning which takes place in my classes.
- ✓ Read at least 30 minutes each day outside of school time.
- ✓ Work cooperatively with my classmates.
- ✓ Obey the school and the bus rules.
- ✓ Come to school prepared with my homework and my supplies.
- ✓ Believe that I can learn and will learn.
- ✓ Give notices and information from my school to my parents or the adult who is responsible for my welfare.

HAND IN HAND, WE WILL WORK TOGETHER TO CARRY OUT THE AGREEMENT OF THIS COMPACT.

Parent/Guardian Name: PRINT _____ Signature _____ Date _____

Student’s Name: PRINT _____ Signature _____ Date _____

Teacher’s Name: PRINT _____ Signature _____ Date _____

East Jasper School District

2025-2026 Student/ Parent/ Teacher Compact

The East Jasper School District shall:

- ✓ Provide parent teacher conferences at least annually, in which the compact forms and the framework for discussion with respect to the individual child.
- ✓ Provide frequent reports to parents of their child’s progress
- ✓ Provide reasonable parent access to staff opportunities to observe volunteer, and participate in their child’s class

As a Student, I agree to:

- ✓ Follow all rules and regulations
- ✓ Respect other students and their property
- ✓ Complete all assignments in a timely manner
- ✓ Ask the teacher for make-up work immediately upon return to school
- ✓ Ask questions to clarify points made during class discussions
- ✓ Be in my assigned seat and ready to go to work when the tardy bell rings
- ✓ Be involved in all class activities
- ✓ Dress according to school policy
- ✓ Conduct myself an orderly fashion at school-sponsored events
- ✓ Show proper respect toward authority

As a Parent/Guardian, I agree to:

- ✓ Make sure my child has adequate rest
- ✓ Maintain regular contact with teacher(s)
- ✓ Discuss homework with my child each day
- ✓ Emphasize the importance of an education
- ✓ Become involved in school activities; accompany my child to school sponsored events
- ✓ Make sure my child has adequate instructional supplies
- ✓ Make sure my child is well-groomed
- ✓ Bring to the attention of the school any problems or situation which affects my child in the school or community
- ✓ Keep a calendar of all dates when school reports are scheduled to be sent home and discuss these with my child
- ✓ Respond promptly to the school’s request for conference and parent signature
- ✓ Ask to see a samples of the work my child has done at school
- ✓ Report all absences to my child’s principal and/or designee
- ✓ Set aside a time each day to help my child with homework
- ✓ Have my child at school on time each da

As a Teacher, I agree to:

- ✓ Maintain an atmosphere conducive to learning
- ✓ Invite parents/guardians to become involved in school functions
- ✓ Be accessible to all parents/guardians
- ✓ Exhibit and attitude of respect for students and parents/guardians
- ✓ Keep an open line of communication among students, parents/guardians, and the community
- ✓ Continue to implement best practices in education
- ✓ Hold personal high attendance standards

HAND IN HAND, WE WILL WORK TOGETHER TO CARRY OUT THE AGREEMENT OF THIS COMPACT.

Parent/Guardian Name: _____
PRINT _____ Signature _____ Date _____

Student’s Name
PRINT _____ Signature _____ Date _____

Teacher’s Name
PRINT _____ Signature _____ Date _____

**East Jasper Consolidated School District
Media Release Form, 2025-2026**

School publicity photographs, video images, and/or voice images are made of various student activities and awards throughout the year for educational and informational purposes. These items may be submitted for use in news stories, advertisements, or brochures.

We request your permission for your child’s image to be used for school media/publicity releases. Please return this form to your child’s school.

Please provide the following information:

CHILD’S NAME _____

SCHOOL _____

Grade _____

HOMEROOM TEACHER _____

Please select one of the following options:

_____ I **DO** give permission for my child's photograph (image) to be used in East Jasper School District publications, news releases, or other media/publicity releases.

_____ I **DO NOT** give my permission for my child’s photograph (image) to be used in East Jasper School District publications, news releases, or other media/publicity releases.

PARENT’S NAME (Print) _____

PARENT'S SIGNATURE _____

DATE _____

East Jasper Consolidated School District Acceptable Use Policy Introduction

The East Jasper Consolidated School District (EJCSD) recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills.

Access to EJCSD’s network is a privilege, not a right. The use of technology, whether owned by EJCSD or devices supplied by the Users, entails personal responsibility. It is expected that Users will comply with EJCSD rules, act in a responsible manner, and will honor the terms and conditions set by the classroom teacher, the school, and EJCSD.

This Acceptable Use Policy outlines the guidelines and behaviors that all users are expected to follow when using school technologies or when using personally-owned devices on the school campus, including:

The EJCSD network is intended for educational purposes. All activity over the network or using district technologies may be monitored and retained.

Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children’s Internet Protection Act (CIPA).

Students are expected to follow the same rules for good behavior and respectful conduct online as they do offline. Misuse of school resources can result in disciplinary action.

EJCSD makes a reasonable effort to ensure students’ safety and security online, but will not be held accountable for any harm or damages that result from the use of school technologies. Every user must take responsibility for his or her use of technology and make every effort to avoid inappropriate types of content.

Users of the district network or other technologies are expected to alert EJCSD immediately of any concerns for safety and/or security.

Technologies Covered

EJCSD may provide the privilege of Internet access, cell phones, desktop computers, tablets, Chromebooks, iPads, mobile computers or devices, video conferencing capabilities, online collaboration capabilities, message boards, email, and more. This Acceptable Use Policy applies to both school-owned technology equipment utilizing the EJCSD network, the EJCSD Internet connection, and/or private networks/Internet connections accessed from school-owned devices at any time. This Acceptable Use Policy also applies to privately-owned devices accessing the EJCSD network, the EJCSD Internet connection, and/or private networks/ Internet connections while on the school campus, busses, or events. As new technologies emerge, EJCSD will seek to provide access to them. The policies outlined in this document cover all available technologies now and into the future, not just those specifically listed or currently available.

Usage Policies

All users are expected to use good judgment and to follow the specifics as well as the spirit of this document: be safe, appropriate, careful and kind; don’t try to get around technological protection measures; use good common sense, and ask if you don’t know. A User is defined as anyone, including employees, students, and guests attending school or any school-related activity or are on a school bus.

Web Access

EJCS D provides its users the privilege of access to the Internet, including web sites, resources, content, and online tools. Access to the Internet will be restricted as required to comply with CIPA regulations and school policies. Web browsing may be monitored, and web activity records may be retained indefinitely.

Users are expected to respect the web filter as a safety precaution, and shall not attempt to circumvent the web filter when browsing the Internet. The determination of whether the material is appropriate or inappropriate is based solely on the content of the material and the intended use of the material, not on whether a website has been blocked or not. If a user believes a site is unnecessarily blocked, the user should submit a request for website review through the EJCS D Technology Service Ticket Help Desk.

Email

EJCS D may provide users with the privilege of email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies. If users are provided with email accounts, the account(s) should be used with care. Users should not attempt to open files or follow links from unknown or untrusted origins; they should use appropriate language, and should only communicate with other people as allowed by the district policy or the teacher. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

Social / Web/ Collaborative Content

Recognizing the benefits collaboration brings to education, EJCS D may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline.

Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally- identifying information online.

Security

Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If you believe a computer or mobile device you are using might be infected with a virus, please alert EJCS D. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

Downloads

Users should not download or attempt to download or run .exe programs over the school network or onto school resources without express permission from IT staff. You may be able to download other file types, such as images of videos. For the security of our network, download such files only from reputable sites, and only for educational purposes.

Netiquette

Users should always use the Internet, network resources, and online sites in a courteous and respectful manner. Users should recognize that among the valuable content online, there is also unverified, incorrect, or inappropriate content. Users should only use trusted sources when conducting research via the Internet.

Users should remember not to post anything online that they wouldn't want students, parents, teachers, or future colleges or employers to see. Once something is online, it's out there—and can sometimes be shared and spread in ways you never intended.

Plagiarism

Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they didn't create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author.

Personal Safety

Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet in real life someone they meet online without parental permission. If you see a message, comment, image, or anything else online that makes you concerned for your personal safety, bring it to the attention of an adult (teacher or staff if you're at school; parent if you're using the device at home) immediately.

Cyberbullying

Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Don't be mean. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime.

Remember that your activities are monitored and retained.

Cyberbullying includes inappropriate communication. Inappropriate communication includes, but is not limited to, the following: Obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted, or spoken by students; information that could cause damage to an individual or the school community or create the danger of disruption of the academic environment; personal attacks, including prejudicial or discriminatory attacks; harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others; knowingly or recklessly posting false or defamatory information about a person or organization; and communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices. If a student is told to stop sending communications, that student must cease the activity immediately.

Examples of Acceptable Use

I will:

- Use school technologies for school-related activities.
- Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- Treat school resources carefully, and alert staff if there is any problem with their operation.
- Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.
- Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, and posts) online.
- Use school technologies at appropriate times, in approved places, for educational pursuits.
- Cite sources when using online sites and resources for research.
- Recognize that use of school technologies is a privilege and treat it as such.
- Be cautious to protect the safety of myself and others.
- Help to protect the security of school resources.

Examples of Unacceptable Use

I will not:

- Use school technologies in a way that could be personally or physically harmful.
- Attempt to find inappropriate images or content; intent to seek inappropriate images or content is a violation of this Acceptable Use Policy.
- Create a personal mobile “hot-spot” or utilize a “proxy site” for the purpose of circumventing network safety measures and filtering tools.
- Create, distribute, or deploy multi-user servers or gaming software on or within the EJCS D network.
- Engage in cyberbullying, harassment, or disrespectful conduct toward others.
- Try to find ways to circumvent the school’s safety measures and filtering tools; intent to circumvent safety measures and filtering tools is a violation of this Acceptable Use Policy.
- Use school technologies to send spam or chain mail.
- Plagiarize content I find online.
- Post or otherwise disclose personally- identifying information about myself or others.
- Agree to meet someone I meet online in real life.
- Use language online that would be unacceptable in the classroom.
- Use school technologies for illegal activities or to pursue information on such activities.
- Attempt to hack or access sites, servers, or content that isn’t intended for my use.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Limitation of Liability

- EJCS D will not be responsible for damage or harm to persons, files, data, or hardware.
- While EJCS D employs filtering and other safety and security mechanisms and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.
- EJCS D will not be responsible, financially or otherwise, for unauthorized transactions
- Conducted over the school network.
- EJCS D will not be responsible, financially or otherwise, for lost, stolen, or damaged devices.

Violations of this Acceptable Use Policy

Violations of this policy may have disciplinary repercussions, including:

- Suspension of network use, technology, or computer privileges;
- Notification to parents;
- Detention or suspension from school and school-related activities;
- Employment disciplinary action.
- Legal action and/or prosecution.

Adoption

This Acceptable Use Policy was adopted by the Board of the East Jasper Consolidated at a public meeting, following normal public notice, on April 17, 2012.

East Jasper Consolidated School District Acceptable Use Policy

AUP Summary

This is a summary of the Technology Use and Safety Administrative Guidelines. All students and parents are encouraged to read the full Administrative Guidelines before signing this Statement of Understanding. All students and parents, as well as staff, must sign the Statement of Understanding before using District technology.

Full AUP can be viewed at www.eastjasper.k12.ms.us, or at the main office of your child's school.

1. All use of the District technology must be in support of education.
2. There is a time and place for technology. Technology use may be limited by device or time.
3. Anyone using EJCS D technology is responsible for the preservation and care of that technology
4. Accounts are to be used only by the owner. The sharing of login and password information is prohibited.
5. Personal information must not be shared over the Internet.
6. Users are not permitted to bypass EJCS D filters for any reason unless special permission is given by the administrator/teacher.
7. All EJCS D Network usage may be monitored and archived
8. File sharing is not permitted unless permission is given.
9. Cyberbullying is not tolerated.
10. Any violations of the use of technology should be reported to an administrator/teacher. Violations of AUP will be subject to disciplinary action, as outlined in the AUP.

I have read & understand this Acceptable Use Policy and agree to abide by it:

(Student or Staff Signature) (Date)

(Student or Staff Printed Name) (Graduation Year)

To be completed annually by Parents/Legal Guardians of all students: I have read and discussed this Acceptable Use Policy with my child:

(Parent Signature) (Date)



East Jasper Consolidated School District Children's Internet Protection Act (CIPA)



The Children's Internet Protection Act (CIPA) was enacted by Congress in 2000 to address concerns about children's access to obscene or harmful content over the Internet. CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the E-rate program – a program that makes certain communications services and products more affordable for eligible schools and libraries. In early 2001, the FCC issued rules implementing CIPA and provided updates to those rules in 2011.

What CIPA Requires

Schools and libraries subject to CIPA may not receive the discounts offered by the E-rate program unless they certify that they have an Internet safety policy that includes technology protection measures. The protection measures must block or filter Internet access to pictures that are: (a) obscene; (b) child pornography; or (c) harmful to minors (for computers that are accessed by minors). Before adopting this Internet safety policy, schools and libraries must provide reasonable notice and hold at least one public hearing or meeting to address the proposal.

Schools subject to CIPA have two additional certification requirements: 1) their Internet safety policies must include monitoring the online activities of minors; and 2) as required by the Protecting Children in the 21st Century Act, they must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

Schools and libraries subject to CIPA are required to adopt and implement an Internet safety policy addressing:

- Access by minors to inappropriate matter on the Internet;
- The safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications;
- Unauthorized access, including so-called “hacking,” and other unlawful activities by minors online;
- Unauthorized disclosure, use, and dissemination of personal information regarding minors; and
- Measures restricting minors' access to materials harmful to them.

Schools and libraries must certify they are in compliance with CIPA before they can receive E- rate funding.

- CIPA does not apply to schools and libraries receiving discounts only for telecommunications service only;
- An authorized person may disable the blocking or filtering measure during use by an adult to enable access for bona fide research or other lawful purposes.
- CIPA does not require the tracking of Internet use by minors or adults.

Introduction

It is the policy of East Jasper Consolidated to:

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

Definitions

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

Access to Inappropriate Material

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

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

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

Inappropriate Network Usage

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

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

Education, Supervision and Monitoring

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

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

The East Jasper Consolidated or designated representatives will provide age-appropriate training for students who use the East Jasper Consolidated Internet facilities. The training provided will be designed to promote the East Jasper Consolidated commitment to:

- I. The standards and acceptable use of Internet services as set forth in the East Jasper Consolidated Internet Safety Policy;
- II. Student safety with regard to:
 - a. safety on the Internet;
 - b. appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
 - c. Cyberbullying awareness and response.
- III. Compliance with the E-rate requirements of the Children’s Internet Protection Act (“CIPA”).

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

Consequences of Inappropriate Network Behavior

Repeated or severe infractions of the procedures and guidelines may result in termination of access privileges. Student infractions may result in appropriate disciplinary action in addition to suspension or termination of access privileges. Unauthorized use of the network, intentional deletion or damage to files and data belonging to other users or copyright violations may be termed theft.

Adoption

This Internet Safety Policy was adopted by the Board of the East Jasper Consolidated at a public meeting, following normal public notice, on April 17, 2012.

**East Jasper School District
Children’s Internet Protection Act “CIPA”
Signature Form**



Parent/Guardian Permission,

I have read and understand the above information about appropriate use of the computer network at East Jasper School District and I understand that this form will be kept on file at the school. I give my child permission to access the network as outlined above. I also understand that my child’s work and photo (writing, drawings, etc.) may occasionally be published on the Internet and be accessible on a World Wide Web server.

Parent’s Name (print): _____

Parent’s Signature: _____

Date: _____

Student’s Name (print): _____

Student’s Signature: _____

Date: _____

Student’s Grade: _____

School Student Attends: _____

Staff Signature: _____

Guest Signature: _____

Date: _____

HOMELESS SURVEY, 2025-2026

Please complete the following survey by checking either YES or NO.
IF YOU CAN ANSWER “YES” TO ANY OF THE FOLLOWING QUESTIONS,

- 1. Do you know anyone who is homeless? Yes ___ No ___

- 2. Do you know anyone who lives in a shelter, motel, vehicle, or campground? Yes ___ No ___

- 3. Do you know anyone who lives on the street? Yes ___ No ___

- 4. Do you know anyone who lives in an abandoned building? trailer, or other inadequate accommodations? Yes ___ No ___

- 5. Do you know anyone who lives doubled up with friends? or relatives because they cannot find or afford housing? Yes ___ No ___

PLEASE CONTACT OUR HOMELESS LIAISON AT 601.787.3281, ext. 1608 OR INCLUDE YOUR CONTACT INFORMATION:

Name _____

Address _____

Phone _____

All Information Obtained Is Confidential.



East Jasper School District

District Wide Parent and Family Engagement Policy

PART I. GENERAL EXPECTATIONS

The East Jasper School District agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedure for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1116 of the Every Student Succeeds Act (ESSA). Programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of section 1116 (b) of the ESSA, and each include, as a component, a school-parent compact consistent with section 1116 (d) of the ESSA.
- The school district will incorporate this district wide parent and family engagement policy into its LEA plan developed under section 1112 of the ESSA.
- In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESSA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parent and family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring---

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*

(C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;

(D) as well as carrying out of other activities, such as those described in section 1116 of the ESSA.

- The school district will inform parents and parental organizations of the purpose and existence of the Parent Resource Center located at the elementary school.

PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

- The East Jasper School District will take the following actions to involve parents in the joint development of its district wide parent and family engagement policy under section 1112 of the ESSA:
 - Convene an annual meeting inviting all district parents of participating children to discuss the required LEA Parent and Family Engagement Policy and to make recommendations for revisions.
 - Offer meetings to all parents at various times, such as morning or evening to decrease the barriers to greater participation by parents.
 - Provide varied modes for meeting - face-to-face and/or virtual
 - Distribute feedback forms/surveys to all families of students collect information and involve families in the development of this policy.
 - Post the policy on the district website where it is available for parent comments and suggestions.
 - Have parents participate in an annual parent and family engagement survey.
- *The East Jasper School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:*
 - Provide a Parent Center Liaison that provides support to assist in planning and implementing effective Parent and Family Engagement.
 - Provide guidance and support on appropriate use of parental involvement funds.
 - The federal programs director will work with school leaders to make sure Title I resources are the most effective tools to increase student achievement.
 - Provide each school with parent and family engagement funds.
 - Meet with schools to discuss assessment data and results.
 - Utilize the all call system, school website, social media page, and school app to notify parents of meetings, important events, etc.
 - Place meeting dates and time on district marquee, district webpage, district social media page, and school app.

- o Send memos to local churches informing community of meeting dates, etc.
- The East Jasper School District will take the following actions to conduct, with the involvement of parents, and annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parent and family engagement policies.
 - o East Jasper School District will conduct a parent survey in the spring of each year to determine the level of participation, to identify barriers that have prevented participation, topics of interest, and to improve the quality of its schools.
 - o Parent surveys will be available on paper and a link shared through social media, school app, etc. and posted on the district website.
 - o Results will be shared with parents to update and improve policies as needed.
 - o Each principal will use survey as baseline data for establishing goals and planning events for the upcoming year.
- The East Jasper School District will take the following actions to involve families in school activities. Parent input and suggestions are essential. Parents are invited to share their ideas and suggestions as follows:
 - o Parents will serve as members of the district consolidated federal programs application planning team.
 - o Parents will serve on the district level P16 Council (if applicable).
 - o Parents will be invited to attend the district annual title I meeting in the spring to review and make suggestions for the district parent and family engagement policy.
 - o Parents will serve on each school’s schoolwide wide planning team (writing and revising the schoolwide plan).
 - o Parents will serve on each school’s title I committee (writing and revising school parent and family engagement policy and school compact).
- The East Jasper School District will build the schools’ and parent’s capacity for strong parental involvement to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - A. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions describe in this paragraph—

- the State’s academic content standards,
 - the State’s student academic achievement standards,
 - the State and local academic assessments including alternate assessments,
 - the requirements of Part A,
 - how to monitor their child’s progress, and
 - how to work with educators:
- B. The school district will, with the assistance of its schools, operates a parent resource center. The parent liaison will provide materials and training to help parents work with their children to improve their children’s academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:
- Sharing reading strategies during Family Reading Night
 - Conducting parent workshops/universities
 - Distributing parent and family engagement newsletters that share reading strategies and tips that parents can use at home with their children
 - Hosting parent activities at a variety of times throughout the day and use varied meetings methods such as virtual, face-to-face, etc.
 - Offering computer access and other resources to parents to assist children at home
- C. The school district will, with the assistance of its Title I schools, also provide parents with Mississippi Department of Education websites and demonstrate how to navigate through resources specific to academic standards, assessments, etc.
- D. The school district will, with the assistance of its Title I schools, also post schools’ information on the district website.
- E. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build relationship between parents and schools, by:
- Collaborating with Title I staff and principals to identify specific outreach strategies.
 - Offering professional development to school staff on family engagement topics such as building relationships with parents and effective two-way communication with parents.
 - Hosting additional parent and family engagement meetings devoted to addressing academic standards, assessment, and enrichment to support their children.
- F. The school district will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Collaborating with local Head Start officials
 - Developing a series of Family Nights activities such as Math Night, Reading Night, etc.
- G. The school district will ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

East Jasper School District
AUG 01 2023
Board Approved



Parental and Community Involvement in Title I Programs, 2025-2026

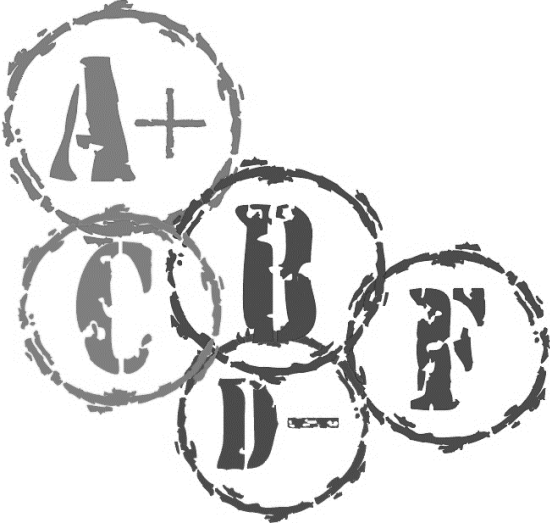
The East Jasper School District and the Department of Federal Programs invite parental/community input regarding the district's Title I programs and or School Compacts. Please provide any comments below and return to your child's school or to the Department of Federal Programs (located on the Heidelberg High School campus):

Comments:

Name: _____

Date: _____

ASSIGNING GRADES



- Teachers will input/post/record **at least two (2) grades minimum** per week that will include daily grades, projects, quizzes, and/or unit/major tests.
 - Bell ringers and homework grades also must be entered weekly but **DO NOT COUNT** toward the weekly two-grade minimum.
 - Quizzes will not be considered as major assessments and will be weighted at 25%.
- Teachers will input/post/record **at least four (4) unit/major test grades** per nine weeks.
- Teachers will give one (1) comprehensive nine weeks exam at the end of each grading period.
- Grades should be posted by the end-of-the-day every Monday.
- There should be **at least** 14 objective-based grades by the end of each nine weeks (excluding bell ringers, homework, and nine weeks exams).

ACCOUNTABILITY FOR ALL GRADES

- Students' actual grades will be recorded in teacher grade books and in SAM for every assignment.
- All grades must be justifiable. In the case of failing assignments/grades, parental contact must be made and documented.
- Teachers are required to keep portfolios for each student. These portfolios must contain documentation of student grades that are assigned. Grade books, SAM, and portfolio documentation must match.
- The lowest grade shown on **the first nine weeks report card** will **default** to 50. This **does not** apply to the grades that are entered on a weekly basis by the teacher. Teachers **must enter the actual grades** that students earn in gradebooks and in SAM as documentation of progress or the lack thereof.

PROVISIONAL
COVID-19 POLICY UPDATES

District: East Jasper School District
Section: I - Instructional Program
Policy Code: IAAA - Distance/Online Learning

Distance/Online Learning

During times of emergency closures, the teachers and staff of the East Jasper School District may have to deliver educational services through distance learning. Distance Learning, also called distance education, virtual learning, and online learning, is a method of studying in which lectures are broadcast or classes are conducted by correspondence or over the internet, without students needing to attend a school. Distance learning techniques may include, but is not limited to, mailed hard copy materials, web-based instruction, and/or online materials. District employees will be trained in using technology to deliver academic content in order to continue to support high quality student learning.

The District recognizes that the health, safety, and well-being of students and staff is the primary concern during times of emergency. Educators, administrators, and parents will have to collaborate creatively to ensure students continue to have access to appropriate educational materials and continue to receive daily interaction with teachers. Teacher and student responsibilities and expectations will change during any distance learning instruction.

Administrators, staff, parents/guardians, and students must sign and agree (in writing) to all District Acceptable Use Policies and all other technology-related policies and procedures--including, but not limited to, device usage agreements and the assessment of fines for loss or damage/neglect to district- issued devices.

Teacher's responsibilities are as follows:

1. Teachers will have all required technology such as laptops or tablets with them to provide remote instruction;
2. Teachers will provide guidance and feedback on class work through email, the school website, or any other approved means of communication;
3. Teachers will be available for communication during normal work hours;
4. If a teacher is not available for distance learning due to illness or a personal day, the teacher will communicate with the students/parents within 24 hours of their return to work;
5. Teachers will provide instruction to all students along with appropriate and reasonable accommodations to those who are on a 504 plan or an IEP;
6. Any other responsibilities approved by the Board or the Superintendent.

Student's responsibilities are as follows:

1. Students will be available for their courses during instructional periods and will complete assignments given by their teachers;
2. Students will continue to follow the expectations set by their individual classroom teachers;
3. Students who do not have electronic access or are not provided a school district device, will complete educational activities through paper/written format;
4. Students will bring any questions or concerns to their individual teachers;
5. Students will complete their own assignments; cheating is not allowed.
6. Students will exhibit proper conduct, behavior, and attentiveness;
7. Any other responsibilities approved by the Board or the Superintendent.

Students with Disabilities

During times of emergency, individual education must take place for all students, including students with disabilities. District employees will make decisions regarding distance learning based upon what is best for each individual student. The District will continue to comply with all applicable state and federal laws including the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (ADA). Students with disabilities will continue to receive a free and appropriate public education (FAPE), however, special education and related services may be provided virtually, online, and/or telephonically in order to maintain the health and safety of both the students and teachers.

If, during an emergency closure, it becomes unfeasible or unsafe to provide certain IEP services such as hands-on physical therapy or occupational therapy, these services will be provided online. This includes, but is not limited to, extensions of time for assignments, videos with accurate captioning or embedded sign language, accessible online reading materials, and other services through video conferencing.

Where technology itself imposes a barrier to access or where educational materials simply are not available in an accessible format, children with disabilities will be provided with equally effective alternate access to the curriculum or services provided to other students. This includes, but is not limited to, distributing print material, reading educational material over the phone, and/or audio recordings.

The superintendent and/or designee shall develop procedures to support this policy.

Original Adopted Date: 9/1/2020

Approved/Revised Date: 9/1/2020

Record Id: 278148

District: East Jasper School District
Section: I - Instructional Program
Policy Code: IJBD - Responsible Use of District Issued Technology

Responsible Use of District Issued Technology

The East Jasper School District provides the privilege of technology for use in the schools and distance learning situations. Use of any district technology, including the use of devices and other technology under the Mississippi Equity in Distance Learning Grant Program, shall only be used for its intended purpose and for school purposes.

Before being given permission to use district technology, each user, as well as a minor’s parent(s) or guardian(s), is required to sign the Responsible Use of District Issued Technology Agreement.

Fines may be assessed for any intentional loss or damage of any school district devices. Each user of district technology will:

1. Use school technology for school-related purposes only.
2. Treat school technology and devices with care and alert staff if there are any problems with operation.
3. Return district technology in the same manner as it was received minus normal wear and tear.

The District shall assume the control of ownership and liability for personal devices and other equipment purchased under the Equity in Distance Learning Grant Program until the personal device or other equipment:

1. No longer serves the school or related school purposes for which it was acquired and is sold by public auction under Section 17-25-25;
2. Is sold to students in Grade 12 under the provisions of Section 37-7-459 and policy IJBC; or
3. Is traded in to a vendor as part of a subsequent purchase

The superintendent shall compile and maintain an inventory list of all devices purchased and issued to students, teachers and administrators, and other staff, as well as any supporting technology or equipment used to support the school’s distance learning plan.

LEGAL REF: MS Code as cited.

CROSS REF: Policies EI – Computer Software Usage

IJB – CIPA Policy – Acceptable Use

IJBC – Student Purchase of District Issued Technology IJ-R – Internet/Technology Acceptable Use Policy

Original Adopted Date: 9/1/2020

Approved/Revised Date: 9/1/2020

Record Id: 275475

Responsible Use of District Issued Technology Agreement Parent or Guardian

Student's Name (Please Print): _____

As the parent/guardian of the above student, I _____, understand my child's responsibility in the use and care of the issued technology device(s) by the East Jasper Consolidated School District. I accept full responsibility for the proper use of my child's technology device under all applicable school board policies and the applicable handbooks. I understand that if I or my child is found to be the intentional cause of damage to the equipment, I will be responsible for all fines that may be issued.

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____

Date: _____

District: East Jasper School District
Section: J - Students
Policy Code: JGA - Pandemic / Epidemic Emergencies

PANDEMIC / EPIDEMIC EMERGENCIES

The Board recognizes that a pandemic/epidemic outbreak is a serious threat that stands to affect students, staff, and the community as a whole. With this consideration in mind, the Board establishes this policy in the event the town/municipality and/or school district is affected by a pandemic/epidemic outbreak. At all times the health, safety and welfare of the students shall be the first priority.

PLANNING AND COORDINATION

The Superintendent shall designate one or more employees to serve as a liaison between the school district and local and state health officials. This designee is responsible for connecting with health officials to identify local hazards, determine what crisis plans exist in the school district and community, and to establish procedures to account for student well-being and safety during such a crisis. The designee shall work with local health officials to coordinate their pandemic/epidemic plans with that of the school district.

The principal and/or school nurse or other designee shall develop a curriculum component to health classes that is designed to teach students about preventing or limiting the spread of communicable diseases.

With fiscal concerns in mind, the district shall purchase and store supplies necessary for an epidemic/pandemic outbreak, including but not limited to disinfectant products, face masks, water, examination gloves, and other supplies as recommended by the school nurse.

The Superintendent shall develop procedures and plans for the transportation of students in the event of an evacuation. Such procedures shall include provisions for students who cannot be transported to home at the time of the evacuation.

RESPONSE

In the event anyone within the school is discovered or suspected to have a communicable disease that may result in an epidemic/pandemic, that person shall be immediately quarantined pending further medical examination. Local and state health officials shall be notified immediately.

In conjunction with local and state health officials, the Superintendent shall ascertain whether an evacuation, lockdown, or shelter-in-place needs to be established. As soon as such a decision has been made, the school district shall attempt to notify the parents of all students.

In the event of an evacuation, the Superintendent is charged with determining when the school shall re- open. In the event of a lockdown or shelter-in-place, the Superintendent shall notify all proper authorities and relief agencies seek their assistance for the duration of the lockdown or shelter-in-place.

INFECTION CONTROL

Any student or staff member found to be infected with a communicable disease that bears risk of pandemic/epidemic will not be allowed to attend school until medical clearance is provided by that individual's primary care physician or other medical personnel indicating that that person does not bear the risk of transmitting the communicable disease.

Students with excessive absences due to a communicable disease shall be given a reprieve from other Board policies relative to excessive student absences. Efforts will be made by the staff to determine what, if any, school work the student can complete while absent.

Staff members who are forced to miss excessive days of work may first use any leave entitled to them through the Family and Medical Leave Act and/or accrued sick leave. If a staff member has still not received medical clearance to resume his/her work duties, absences in excess of a staff member's allotted leave will not affect the employees' rights to continued employment.

As a means of mitigating disruptions to the district/school environment and daily operations, the Superintendent shall have the discretion and authority to grant employees administrative leave with pay in the event of a man-made, technological, or natural disaster.

CONTINUANCE OF EDUCATION

The Superintendent shall develop a plan of alternate means of educating students in the event of prolonged school closings and/or extended absences. Such a plan may include providing students with assignments via mail, local access cable television, or the school district's website.

The Superintendent is authorized to amend the traditional class schedule and schedule of days. Such a plan may include extending the school day, having school days held on Saturdays, the use of previously scheduled vacation days, and/or extend the school year beyond the previously established end of school year.

LEGAL REF.: MS Code 25-3-92 (2) (b)

CROSS REF.: Policy JGCCB Communicable Diseases

Last Review Date: 9/01/2020 Review History:
[1/1/1900] [1/1/1901]

Original Adopted Date: 9/1/2020
Approved/Revised Date: 9/1/2020
Record Id: 278186
District: East Jasper School District
Section: J - Students
Policy Code: JGAA - Return to School during COVID-19

Return to School During COVID-19

The Board is implementing this policy in an effort to minimize the risk that COVID-19 will impact the school district going forward. The Board recognizes that every employee and student of the East Jasper School District has a personal responsibility to help mitigate the risk of COVID-19's impact on staff, students, and visitors.

Accessing Campus

Each employee and student is expected to return to campus in accordance with federal, state, and local guidance. Depending on the circumstances at that time, different schedules may be used, such as:

1. Traditional Schedule – Requires students to be physically present in school with scheduling modifications to follow CDC and the Mississippi State Department of Health recommendations.
2. Hybrid Schedule – Combines online and face-to-face instruction for students. Schools must meet distance learning requirements.
3. Virtual Schedule – Provides instruction through distance learning. Schools must meet distance learning requirements.

These schedules may be interchanged throughout the school year. Traditional and Hybrid schedule requirements include avoiding unnecessary contact with surfaces and objects, maintaining a distance of at least six feet from others when possible, and practicing a heightened level of sanitation of district buildings and individual personal spaces. Unnecessary physical contact should be avoided.

MASKS ARE REQUIRED FOR STUDENTS AND STAFF.

The Board understands that not all of these methods are possible at all times, such as remaining six feet apart while in classrooms; however, these directives shall be observed as closely as possible.

Campus and Vehicle Sanitation

The East Jasper School District will continue normal cleaning operations while also following the guidelines from both the Mississippi State Department of Health and the Mississippi Department of Education. Each employee is required to regularly clean his/her workstations, bus/vehicle, phones, desks, and other office equipment and should avoid using other staff member's phones, desks, offices, equipment, etc. when possible. If necessary, these areas should be cleaned and disinfected frequently throughout the day.

All employees should either wash their hands or use hand sanitizer before using a copying machine, common scanner, printer, or fax machine.

Students should refrain from sharing personal supplies such as pencils, pens, calculators, etc.

The Board understands that some common classroom items such as books and computers must be shared among students. For these items, both employees and students shall observe proper sanitation methods before and after use when possible.

Health Screenings

Each employee and student will have his/her temperature checked daily before entering any school building. Employees with a temperature of 100 degrees or more shall be asked to return home. Students with a temperature of 100 degrees or more shall be isolated and shall be immediately picked up from school by a parent or a parent's designee.

Each employee and student must also be aware if he/she has come into contact with any person who has experienced these symptoms or those who have tested positive for COVID-19. If an employee or student feels sick or is experiencing symptoms, that person should stay at home and not report to school.

Employees and students shall be aware of the following symptoms listed below and particularly a combination of two (2) or more:

- Fever
- Shortness of Breath, Difficulty Breathing
- Cough
- Chills
- Unexplained Muscle Pain or Body Aches
- Sore Throat
- Loss of Sense of Smell and/or Taste
- Nausea, Vomiting, and/or Diarrhea
- Fatigue
- Congestion or Runny Nose

Reporting

Both employees and students shall immediately report in accordance with the chain of command:

1. Possible symptoms of COVID-19,
2. Confirmed positive test of COVID-19, and/or
3. Exposure to someone who may have been exposed to a confirmed COVID-19 patient.

Quarantine may be required after this report. The reporting requirement includes employees and students, a family member of an employee or a student, a friend of an employee or student, or anyone with whom the employee or student has been in close contact with during a 14-day period.

Student and Employee Absence

Any student and/or staff member who has been infected with COVID-19 will not be allowed to attend school until medical clearance is provided by a licensed physician that states that the individual does not bear the risk of transmission.

Traditional/Hybrid

Each student will be required to attend school daily unless the school district is provided with a documented health reason for that student from a licensed health care provider as to why that student cannot attend. Distance learning options will be provided for students who cannot attend school due to a documented health reason.

Students with excessive absences due to COVID-19 shall be given a reprieve from other Board policies relative to excessive student absences. Efforts will be made by the staff to determine what, if any, school work the student can complete while absent. Distance learning methods may be used.

The school board may, in its discretion, provide additional administrative leave with pay for all employees (professional, certified, and classified) in the event of declared emergency closures.

Staff members who are forced to miss excessive days of work shall first use any leave entitled to them through accrued sick leave, the Family and Medical Leave Act, the Families First Coronavirus Response Act, and/or any other state or federal law that provides entitled leave to employees.

At the discretion of the Superintendent, staff members who are able to tele-work or work remotely during quarantine may be counted present and based on number of hours of documented tasks/work efforts.

A staff member’s right to continued employment will not be affected if the staff member has absences in excess of his/her allotted leave and still has not received medical clearance to resume his/her work duties.

Large Gatherings and Extracurricular Activities

All large gatherings, including assemblies and field trips, are prohibited. The East Jasper School District will follow the Governors, MSDH, and all MHSAA guidelines and recommendations as it pertains to athletic events and activities.

Students participating in the distance learning option will not be allowed to participate in athletic or other extracurricular activities.

Transportation

The East Jasper School District strongly encourages parents to transport their children to and from school. Bus drivers and students will be required to wear masks or an appropriate face covering while on the bus. Any student who refuses to wear a mask or an appropriate face covering will not be allowed on the bus. Buses shall be sanitized between each route.

Cafeteria Use

Each school shall create and implement a breakfast and lunch plan whereby all social distancing guidelines are met and routinely followed.

Visitors to Campus

Visitors should avoid coming to campus unless it is absolutely necessary. When necessary, visitors should practice social distancing by remaining at least six feet apart from all other people when possible. Visitors will also be required to use hand sanitizer and masks upon entering the building and shall use only the front entrance.

Each employee of the district will refer to and ensure compliance with Policy KM, “Visitors to the Schools.”

- CROSS REF: AFC – Authority for Emergency Closings EBBD
 - Emergency Closings
 - GBRI – Absence from Duty
 - GBRIA – Family and Medical Leave Act
 - JBA – Compulsory School Attendance/School Age
 - JGA – Pandemic/Epidemic Emergencies
 - KM – Visitors to the Schools

Original Adopted Date:	9/1/2020
Approved/Revised Date:	9/1/2020
Record Id:	275477

District: East Jasper School District
Section: J - Students
Policy Code: JRAB - Compliance with FERPA

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

In accordance with the policy of the East Jasper School District Board of Education, the following regulation shall govern the release of student records to students and members of the student's family, legal custodian, or legal guardian.

DEFINITIONS

For the purpose of this regulation, the school district has used the following definitions of terms:

Student: Any person who attends or has attended a program of instruction sponsored by the board of education of this school district.

Eligible Student: A student or former student who has reached age 18 or is attending a post-secondary school, and who is no longer a dependent of the parent for federal tax purposes.

Parent: Either natural parent of a student unless his or her rights under the Family Education Rights and Privacy Act (FERPA) have been removed by a court order; an adopted parent; a guardian; or an individual acting as a parent or guardian in the absence of the student's parent or guardian.

Education Records: Any item of information or record (in handwriting, print, computer media, video or audio tapes, film, microfilm, microfiche, or other medium) maintained by the school district, an employee of the district, or an agent of the district which is directly related to an identifiable student except:

1. A personal record, including informal notes, kept by a school staff member, which meets the following tests:
 - A. It was made as a personal memory aid;
 - B. It is in the sole possession of the individual who made it; or
 - C. Information contained in it has never been revealed or made available to any other person except the maker's temporary substitute;
2. An employment record which is used only in relation to a student's employment by the school district (employment for this purpose does not include activities for which a student receives a grade or credit in a course); or
3. Alumni records that relate to the student after the student no longer attends classes provided by the school district and the records do not relate to the person as a student.

Personal Identifier: Any data or information that makes the subject of a record known. This includes the student's name, the student's parents or other family member's name, the student's address, the student's social security number, a student number, a list of personal characteristics, or any other information that would make the student's identity known.

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

STATEMENT OF RIGHTS

Parents and eligible students have the following rights under the Family Education Rights and Privacy Act and this policy:

1. The right to inspect and review the student's education record;
2. The right to exercise a limited control over other people's access to the student's education record;
3. The right to seek to correct the student's education record, in a hearing, if necessary;
4. The right to report violations of the FERPA to the Department of Education; and
5. The right to be informed about FERPA rights.

All rights and protections given parents under the FERPA and this policy transfer to the student when the student reaches 18 or enrolls in a post-secondary school.

LOCATIONS OF EDUCATION RECORDS

<i>TYPES</i>	<i>LOCATION</i>	<i>CUSTODIAN</i>
Cumulative School Records		
Cumulative School Records (Former Students)		
Health Records		
School Transportation Records		
Speech Therapy Records		
Psychological Records		

PROCEDURE TO INSPECT EDUCATION RECORDS

The parent of a student or an eligible student may inspect the student's education records upon request. In some circumstances, it may be mutually more convenient for the record custodian to provide copies of records. See the schedule of fees for copies below.

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.

The parent or eligible student should submit to the student's school principal a written request that identifies, as precisely as possible, the record or records he or she wishes to inspect.

The principal (or other record custodian) will contact the parent of the student or the eligible student to discuss how access will be best arranged (copies, at the exact location, or records brought to a single site).

The principal (or other record custodian) will make the needed arrangements as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. This procedure must be completed in 45 days or less from the receipt of the request for access.

If for any valid reason, such as working hours, distance between record location sites, or health, a parent or eligible student cannot personally inspect and review a student's education record, the school district will arrange for the parent or eligible student to obtain copies of the record. See below for information regarding fees for copies of records.

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.

FEEES FOR COPIES OF RECORDS

The school district will not deny parents or eligible students any rights to copies of records because of the following published fees. Where the fee represents an unusual hardship, it may be waived in part, or in whole, by the record custodian. However, the district reserves the right to charge for copies, such as transcripts, it forwards to potential employers or to colleges and universities for employment or admission purposes. The school district may deny copies of records (except for those required by the FERPA) in the following situations:

1. The student has an unpaid financial obligation to the school.
2. There is an unresolved disciplinary action against the student that warrants the denial of copies.

FERPA requires the school district to provide copies of records:

1. When the refusal to provide copies effectively denies access to the records by a parent or eligible student;
2. At the request of the parent or eligible students when the school district has provided the records to third parties by the prior consent of the parent or eligible student; or
3. At the request of the parent or eligible student when the school district has forwarded the records to another school where the student seeks or intends to enroll.

The fee for copies provided under the FERPA may not include the costs for search and retrieval. The fee will be from no cost to ten cents per page. (Actual copying cost, less hardship factor.)

The fee for all other copies, such as copies of records forwarded to third parties with prior consent or those provided to parents as a convenience, will be from ten cents to thirty-five cents per page (actual search, retrieval, and copying cost) plus postage, if incurred.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information." (*NOTE: A district may designate all, some, or none of this information as directory information.*)

1. The student's name, address, and telephone number;
2. The names of the student's parents;
3. The student's date and place of birth;
4. The student's major field of study and class designation (i.e., first grade, tenth grade, etc.);
5. The student's extracurricular participation;
6. The student's achievement awards or honors;
7. The student's weight and height if a member of an athletic team;
8. The student's photograph;
9. The student's electronic mail address;
10. The student's dates of attendance; and
11. The most recent educational institution the student attended prior to the student enrolling in this school district.

Within the first month of each school year, the school district will publish the above list, or a revised list, of items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment.

After the parent or eligible student has been notified, he or she will have two weeks to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about the student.

At the end of the two-week period, each student's record will be appropriately marked by the record custodian to indicate the items the district will designate as directory information about the student. This designation will remain in effect until it is modified by the written direction of the student's parent or the eligible student.

USE OF STUDENT EDUCATION RECORDS

To carry out their responsibilities, school officials will have access to student education records for legitimate educational purposes. The school district will use the following criteria to determine who school officials are. An official is:

1. A person duly elected to the school board;
2. A person certified by the state and appointed by the school board to an administrative or supervisory position;
3. A person certified by the state and under contract to the school board as an instructor;
4. A person employed by the school board as a temporary substitute for administrative, supervisory, or instructional personnel for the period of his or her performance as a substitute; or
5. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, the school board attorney or auditor, for the period of his or her performance as an employee or contractor.

School officials who meet the criteria listed above will have access to a student's records if they have a legitimate educational interest in doing so. A "legitimate educational interest" is the person's need to know in order to:

1. Perform an administrative task required in the school employee's position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

The school district will only release information from, or permit access to, a student's education record with a parent's or eligible student's prior written consent except that the school superintendent, or a person designated in writing by the superintendent, may permit disclosure:

1. When a student seeks or intends to enroll in another school district or a post-secondary school (the district will not further notify the parent or eligible student prior to such a transfer of records; the parent or eligible student has a right to obtain copies of records transferred under this provision);
2. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally supported education programs in the district;
3. The parties who provide or may provide financial aid to a student to;
 - a. Establish the student's eligibility for the aid,
 - b. Determine the amount of financial aid,
 - c. Establish the conditions for the receipt of the financial aid, or
 - d. Enforce the agreement between the provider and the receiver of financial aid;
4. When the school district has entered into a written agreement or contract for an organization to conduct studies on the school district's behalf to develop tests, administer student aid, or improve instruction;
5. To accrediting organizations to carry out their accrediting functions;
6. To comply with a judicial order or lawfully issued subpoena (the district will make a reasonable effort to notify the student's parent or the eligible student before making a disclosure under this provision); or
7. If the disclosure is an item of directory information, and the student's parent or eligible student has not refused to allow the district to designate that item as directory information for the student; or
8. In response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

The school district will permit any of its officials to make the needed disclosure from student education records in a health or safety emergency if:

1. He or she deems it is warranted by the seriousness of the threat to the health or safety of the student or other persons;
2. The information is necessary and needed to meet the emergency;
3. The persons to whom the information is to be disclosed are qualified and in a position to deal with the emergency; or
4. Time is an important and limiting factor in dealing with the emergency.

The school district officials may release information from a student's education record if the student's parent or the eligible student gives prior written consent for disclosure. The written consent must include at least:

1. A specification of the records to be released;
2. The reasons for the disclosure;
3. The person, organization, or the class or organizations to whom the disclosure is to be made;
4. The parent's or eligible student's signature; and

5. The date of the consent and, if appropriate, a date when the consent is to be terminated. The student's parent or the eligible student may obtain a copy of any records disclosed under this provision.

The school district will not release information contained in a student's education records, except directory information, to any third parties except its own officials, unless those parties agree that the information will not be re-disclosed without the parent's or eligible student's prior written consent.

RECORDS OF REQUESTS FOR ACCESS AND DISCLOSURES MADE FROM EDUCATION RECORDS

The school district will maintain an accurate record of all requests for it to disclose information from, or to permit access to, a student's education records and of information it discloses and access it permits with some exceptions listed below. This record will be kept with, but will not be a part of, the student's cumulative school records. It will be available only to the record custodian, the eligible student, the parent of the student, or to federal, state, and local officials for the purpose of auditing or enforcing federally supported educational programs.

The record will include at least:

1. The name of the person or agency that made the request;
2. The interest the person or agency had in the information;
3. The date the person or agency made the request; and
4. Whether the request was granted and, if it was, the date access was permitted or the disclosure was made.

The district will maintain this record as long as it maintains the student's education record.

The record will not include:

1. Requests for access or access granted to the parent of the student or to an eligible student;
2. Request for access granted to officials of the school district who have a legitimate educational interest in the student;
3. Requests for, or disclosures of, information contained in the student's education record if the request is accompanied by the prior written consent of a parent of the student or the eligible student or if the disclosure is authorized by such prior consent;
4. Requests for, or disclosure of, directory information designated for that student; or for
5. Requests for, or disclosure of, information contained in the student's education record if the request is in response to an ex parte order of the Attorney General of the United States or his/her designee in connection with the investigation or prosecution of terrorism crimes.

PROCEDURES TO SEEK TO CORRECT EDUCATION RECORDS

The parent of a student or an eligible student has a right to seek to change any part of the student's record believed to be inaccurate, misleading, or in violation of student rights. (*NOTE: under FERPA, the district may decline to consider a request to change the grade a teacher assigns for a course.*)

For the purpose of outlining the procedure to seek to correct education records, the term "incorrect" will be used to describe a record that is inaccurate, misleading, or in violation of student rights. The term "correct" will be used to describe a record that is accurate, not misleading, and not in violation of student rights. Also, in this section, the term "requester" will be used to describe the parent of a student or the eligible student who is asking the school district to correct a record.

To establish an orderly process to review and correct an education record for a requester, the district may make a decision to comply with the request for change at several levels in the procedure.

First Level Decision

When a parent of a student or an eligible student finds an item in the student's education record that he or she believes is inaccurate, misleading, or in violation of student rights, he or she should immediately ask the record custodian to correct it. If the record is incorrect because of an obvious error and it is a simple matter to make the record change at this level, the record custodian will make the correction. However, if the record is changed at this level, the method and result must satisfy the requester.

If the record custodian cannot change the record to the requester's satisfaction, or if the record does not appear to be obviously incorrect, the record custodian will:

1. Provide the requester a copy of the questioned record at no cost;
2. Ask the requester to initiate a written request for the change; and
3. Follow the procedure for a second level decision.

Second Level Decision

The written request to correct a student's education record through the procedure at this level should specify the correction the requester wishes the district to make. It should at least identify the item the requester believes is incorrect and state whether he or she believes the item:

1. Is inaccurate and why;
2. Is misleading and why; and/or
3. Violates student rights and why.

The request will be dated and signed by the requester.

Within two weeks after the record custodian receives a written request, he or she will study the request, discuss it with other school officials (the person who made the record or those who may have a professional concern about the district's response to the request), make a decision to comply or decline to comply with the request, and complete the appropriate steps to notify the requester or move the request to the next level for a decision.

If, as a result of this review and discussion, the record custodian decides the record should be corrected, he or she will effect the change and notify the requester in writing that the change has been made. Each such notice will include an invitation for the requester to inspect and review the student's education record to make certain the record is in order and the correction is satisfactory.

If the record custodian decides the record is correct, he or she will make a written summary of any discussions with other officials and of the findings in the matter. The record custodian will transmit this summary and a copy of the written request to the school superintendent.

Third Level Decision

The school superintendent will review the material provided by the record custodian and, if necessary, discuss the matter with other officials such as the school attorney, or the school board (in executive session). The superintendent will then make a decision concerning the request and complete the steps at this decision level. Ordinarily, this level of the procedure should be completed within two weeks. If it takes longer, the superintendent will notify the requester, in writing, of the reasons for the delay and a date when the decision will be made.

If the superintendent decides the record is incorrect and should be changed, he or she will advise the record custodian to make the changes. The record custodian will advise the requester of the change as at the second level.

If the superintendent decides the record is correct, he or she will prepare a letter to the requester, which will include:

1. The school district's decision that the record is correct and the basis for the decision;
2. A notice to the requester that he or she has a right to ask for a hearing to present evidence that the record is incorrect and that the district will grant such a hearing;
3. Instructions for the requester to contact the superintendent, or an official he or she designates, to discuss acceptable hearing officers, convenient times, and a satisfactory site for the hearing (the district will not be bound by the requester's positions on these items, but will, so far as possible, arrange the hearing as the requester wishes); and
4. Advise that the request may be represented or assisted in the hearing by other parties, including an attorney at the requester's expense.

Fourth Level Decision

After the requester has submitted (orally, or in writing) his or her wishes concerning the hearing officer and the time and place for the hearing, the superintendent will, within a week, notify the requester when and where the district will hold the hearing and who it has designated as the hearing officer.

At the hearing, the hearing officer will provide the requester a full and reasonable opportunity to present material evidence and testimony to demonstrate that the questioned part of the student's education record is incorrect as shown in the requester's written request for a change in the record (second level).

Within a week after the hearing, the hearing officer will submit to the school superintendent a written summary of the evidence submitted at the hearing. Along with the summary, the hearing officer will submit his or her recommendation, based solely on the evidence presented at the hearing, that the record should be changed or remain unchanged.

The school superintendent will prepare the district's decision within two weeks of the hearing. The decision will be based on the summary of the evidence presented at the hearing and the hearing officer's recommendation. However, the district's decision will be based solely on the evidence presented at the hearing. Therefore, the superintendent may overrule the hearing officer if the superintendent believes the hearing officer's recommendation is not consistent with the evidence presented. As a result of the district's decision, the superintendent will take one of the following actions:

1. If the decision is that the district will change the record, the superintendent will instruct the record custodian to correct the record. The record custodian will correct the record and notify the requester as at the second level decision.
2. If the decision is that the district will not change the record, the superintendent will prepare a written notice to the requester that will include:
 - A. The school district's decision that the record is correct and will not be changed;
 - B. A copy of a summary of the evidence presented at the hearing and a written statement of the reasons for the district's decision; and
 - C. Advice to the requester that he or she may place in the student's education record an explanatory statement which gives the reasons he or she disagrees with the school district's decision and/or the reasons he or she believes the record is incorrect.

DISTANCE LEARNING

Online Educational Services are services involving computer software, mobile applications (apps), and web-based tools provided by a third-party to a school district that students and/or parents access via the internet and use as part of a school activity.

All methods of distance learning involving online educational services shall be evaluated and approved by the Superintendent or his/her designee prior to use to ensure the platform's security and to ensure that there is no risk of disclosure of student protected personally identifiable information. When using an online educational service, the district shall have a written contract in place prior to use which dictates the necessity of security and data protection. If a contract with a provider is not possible, such as with free-to-use applications, the district must use the utmost caution and validate the security of the application before use. The Superintendent shall consult legal and information technology staff during this process.

Personally identifiable information must be protected at all times in accordance with FERPA. The district shall inform parents of any third-party provider used during distance learning. Non-students shall be discouraged from participating in any district sponsored distance learning.

The Mississippi Public School Accountability Standard for this policy is standard 8.

LEGAL REF.: Family Education Rights and Privacy Act of 1974, as amended

Mississippi Public School Accountability Standards

CROSS REF.: Policies CN Administrative Records

EFB Application (App) Usage Policy

Original Adopted Date: 9/1/2020
Approved/Revised Date: 9/1/2020
Record Id: 277953

**EAST JASPER SCHOOL DISTRICT
PARENT AND STUDENT RECEIPT OF STUDENT HANDBOOK ACKNOWLEDGEMENT**

2025-2026

Grades Pre- K-12

My signature below signifies that I have read and understood the contents of the *East Jasper School District Student Handbook and Code of Conduct*. I understand that failure to sign this form and return it to the principal's office will not relieve me or my child from the responsibility for the knowledge of the contents of the rules and will not excuse any non-compliance by the student.

This form will be kept on file at your child's school.

Student's Name (Print): _____

Student's Signature: _____

Date: _____

Parent's Name (Print): _____

Parent's Signature: _____

Date: _____

