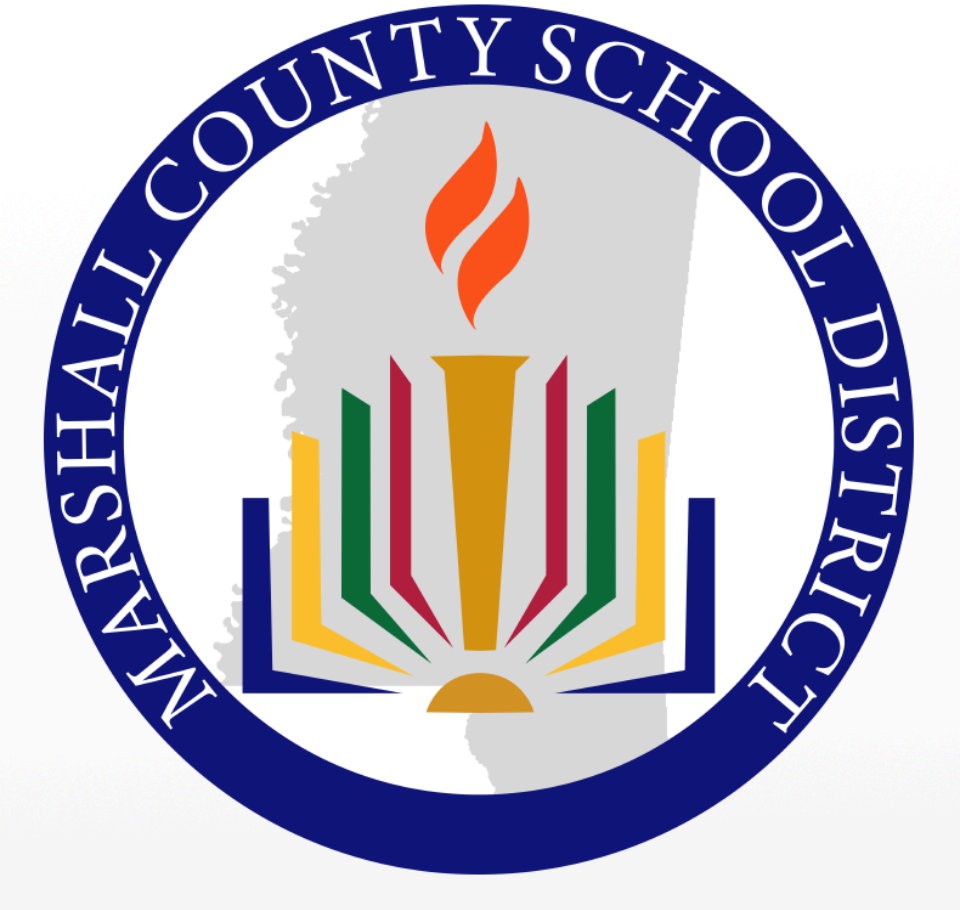
WELCOME
TO THE
MARSHALL COUNTY
SCHOOL DISTRICT



PARENT/STUDENT HANDBOOK

School Year 2026-2027

“Preparing Students to Lead the Way”

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SCHOOL BOARD POLICY SUPERSEDES THIS HANDBOOK

Marshall County School District Profile

The purpose of this handbook is to supply students, teachers, and parents with the necessary information they will need as they attend Marshall County Schools. This is not a complete school policy manual; policies both stated and unstated will be followed. This handbook should be helpful to all students. In it you will find requirements for graduation, school regulations, rules governing attendance and other important information. Parents and students are urged to read this handbook. If you have questions or comments, we ask you to contact a teacher, principal, assistant principal, or counselor concerning any phase of our program. The Marshall County School District Board of Education approved the 2026-2027 Student Handbook in July 2026. Any changes made will be Board Approved and students will receive notification. Please visit marshallcountysd.org for any policies and updates to this document.

MARSHALL COUNTY SCHOOL BOARD OF EDUCATION

Lee Seals	District 1
Elizabeth Jones	District 2
Mark Bryson	District 3
Leslie King	District 4
Kerry Hale	District 5

VISION STATEMENT

The Marshall County School District will prepare students to be productive in college, careers, and community.

MISSION STATEMENT

The Marshall County School District will challenge students to reach his or her potential; therefore, developing highly educated, responsible, college or career ready citizens.

MOTTO

Preparing Students to Lead the Way.

CORE VALUES

Respect *Integrity* *Accountability* *Commitment* *Collaboration*

CORE BELIEFS

We Believe:

1. Our chief priority is doing what is best for students.
2. All students have the capacity to learn and the right to reach their full potential.
3. A safe and supportive environment enhances student achievement.
4. Students deserve teachers, administrators, and support staff who are caring, competent and knowledgeable.
5. A quality education is a life-long experience.

SCHOOL SITES

Byhalia High School (9-12)
278 Hwy. 309 North
Byhalia, MS 38611
School Phone: (662) 838-2206

Byhalia Elementary School (K-4)
172 Highway 309 North
Byhalia, MS 38611
School Phone: (662) 838-6980

Galena School (K-8)
4202 Hwy. 4 West
Holly Springs, MS 38635
School Phone: (662) 564-2229

Byhalia Middle School (5-8)
172 Highway 309 North
Byhalia, MS 38611
School Phone: (662) 838-2591

Mary Reid School (K-4)
160 West Pontotoc Avenue
Potts Camp, MS 38659
School Phone: (662) 333-7774

H.W. Byers Elementary School (K-4)
4178 Hwy. 72 East
Holly Springs, MS 38635
School Phone: (662) 851-7826

Potts Camp High School (5-12)
7050 Church Avenue
Potts Camp, MS 38659
School Phone: (662) 333-6354

H.W. Byers High School (5-12)
4178 Hwy. 72 East
Holly Springs, MS 38635
School Phone: (662) 851-7871

Alternative Learning Center
278 Hwy. 309 North
Byhalia, MS 38611
School Phone: (662) 838-2206

Eddie Dixon Career Technical Center
649 J.M. Ash Drive
Holly Springs, MS 38635
(662) 484.1220

Marshall County Schools
2026-2027 School Calendar

July 3, 2026	Independence Day Holiday—Offices/Schools Closed
July 29-31, 2026	Professional Development Days
July 31, 2026	TA's and Cafeteria Workers Report
August 3, 2026	First Day for Students
September 7, 2026	Labor Day Holiday—Offices/Schools Closed
October 5-9, 2026	Fall Break
October 12, 2026	Professional Development Day or Makeup Day
November 23-27, 2026	Thanksgiving Break
December 18, 2026	60% Day
December 21, 2026	Christmas Break Begins—Offices/Schools Closed
December 21, 22, 28, 29	Maintenance and Bus Shop report or take leave days
January 4, 2027	Professional Development Day (TAs report)
January 5, 2027	Students return
January 18, 2027	Martin Luther King, Jr. Holiday—Offices/Schools Closed
February 15, 2027	President's Day Holiday or Makeup Day
March 8-12, 2027	Spring Break—Offices/Schools Closed
March 26, 2027	Good Friday Holiday—Offices/Schools Closed
March 29, 2027	Easter Holiday or Makeup Day
May 21, 22, 2027	Graduation Ceremonies
May 25, 2027	Last Day for Students—60% Day
May 26, 2027	Professional Development Day
May 27, 2027	Last Day for Staff; Cafeteria Workers Report

Technology

Marshall County School District
Technology Acceptable Use Policy
Revised June 2026
(Policy IBJ)

INTERNET ACCESS

Marshall County School District (MCSD) provides the privilege of Internet access to district faculty, staff, students, and occasionally guests. Each user, as well as a minor's parent or guardian, voluntarily agrees to release, hold harmless, defend, and indemnify, the Marshall County School District, its officers, board members, employees, and agents, for and against all claims, actions, charges, losses or damages which arise out of the user's use of the MCSD network, but not limited to negligence, personal injury, wrongful death, property loss or damage, delays, non-deliveries, mis-deliveries of data, or service interruptions. MCSD will fully cooperate with local, state or federal officials in any investigation related to illegal activities conducted through the user's Internet account. Access will be restricted as required to comply with the Children's Internet Protection Act. Web browsing may be monitored and records retained to ensure compliance. Users are expected to respect the web filter and shall not attempt to circumvent the filter when browsing the Internet. The determination of whether 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 technology work order to review the site.

Each user acknowledges that the information available from other websites may not be accurate. Use of any of the information obtained via the Internet is at the user's own risk. Marshall County School District makes no warranty of any kind, either expressed or implied, regarding the quality, accuracy or validity of the data on the Internet.

MCSD NETWORK RULES

- The person to whom an MCSD network account is issued is responsible at all times for its proper use.
- Any inappropriate use may result in the cancellation of the privilege of use, and/or disciplinary action. Consequences for any user who fails to comply with MCSD and school guidelines may include paying for damages, denial of access to technology, detention, suspension, expulsion or other remedies applicable under the school disciplinary policy, and state or federal law.
- Any district employee who uses the MCSD network inappropriately is subject to disciplinary action, including dismissal.
- Under no conditions should a MCSD network user give their password information to another user nor allow another user to utilize their account unless speaking directly to a technology department employee who is assisting them.
- Schools may supplement any provisions of the District AUP (Acceptable Use Policy), and may require additional parent releases and approvals, but in no case will such documents replace the District AUP.

- Users will immediately report to school district authorities any attempt by other network users to engage in inappropriate conversations or personal contact.
- Any non-standard software that is needed to perform a specific job function will need to be brought to the attention of the Technology Department. Those applications shall be the sole responsibility of that office and if the application interferes with any required programs, applications, and utilities, it should not be used and if in use, it may be disabled.

ACCEPTABLE USES OF TECHNOLOGY (not all inclusive)

A responsible user of the technology will:

- Use school technologies for school-related activities.
- Follow the same guidelines for respectful, responsible behavior online that they are 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, administrator, or other staff member if they see threatening, inappropriate, or harmful content (images, messages, posts) online.
- Use District technologies at appropriate times, in approved places, for educational pursuits.
- This is not intended to be an exhaustive list. Users should use their own good judgment when using MCSD technology.

UNACCEPTABLE USES OF THE TECHNOLOGY (not all inclusive)

- Violating any state and/or federal law (i.e., copyright laws).
- Using profanity, obscenity, or other language that may be offensive to others.
- Making personal attacks on other people, organizations, religions, or ethnicities.
- Accessing, downloading, storing, or printing files or messages that are sexually explicit, obscene, or that offend or tend to degrade others. The administration invokes its discretionary rights to determine such suitability.
- Not respecting the privacy of a person by posting personal contact information, such as work/home address, telephone, e-mail, photographs, or names, without obtaining prior permission from the person affected.
- Student information shall be posted only with written parent/guardian permission.
- Forwarding personal communication without the author's prior consent.
- Using the Internet for commercial purposes, financial gain, personal business, producing advertisement, business service endorsement, or religious or political lobbying is prohibited.
- Destroying or altering the files of another user.
- Viewing or taking the files of another user.

USE OF OUTSIDE EMAIL CLIENTS & STIPULATIONS FOR USING DISTRICT EMAIL CLIENT AS DISTRICT REPRESENTATIVE (Teachers, Administrators, Managers, etc.)

Use of "Internet mail" by students, staff, and faculty such as Yahoo mail, Gmail, and POP3 accounts provided by their "home" Internet service providers is allowed at this time.

The District does not block use of Internet mail accounts, but any “OFFICIAL” communications, e.g., Teacher to Parent, Teacher to Student, Staff to Staff, must be via the district's e-mail system. This includes, but is not limited to teachers who guide extracurricular activities such as Clubs, Choirs, Bands, Athletics, and the like.

FILTERING

An Internet filter is in place for the Marshall County School District. This filter is a critical component of the MCSD network as well as Children’s Internet Protection Act (CIPA) compliant since it allows valuable online Internet access while restricting access to specific unwanted material in the following categories:

- Pornography
- Gambling
- Illegal Drugs
- Online Merchandising
- Hate Speech
- Criminal Skills
- Alternative Journals
- Other Undesirable Materials
- Sites with high bandwidth utilization (certain streaming sites)
- Most if not all social media sites

This filter is updated on a daily basis in order to restrict access to the above items. Filtering is not a 100% foolproof way of limiting access to appropriate sites. Inappropriate sites are added to the Internet daily. Students will be supervised at all times by a teacher while using the Internet. All inappropriate hits are logged along with the date/time and the IP address of the workstation making the request. Attempts to bypass the school Internet filters is in violation of this acceptable use policy and will be subject to disciplinary action that may include denial of access to technology, detention, suspension, expulsion, termination of employment or other remedies applicable under the school disciplinary policy, and state or federal law.

WORKSTATION MONITORING

All data transferred and/or transmitted over the MCSD network can be monitored and recorded at any time. All data transferred or transmitted over the network can be tracked and identified, and originating users can be held liable if their use of the network violates any established policy, regulation, or law. Any data stored on district owned equipment may be archived and preserved by the district for an indefinite period. Such data includes, but is not limited to Email, text documents, digital photographs, music, and other digital or electronic files. If a particular workstation continues to try to connect to an inappropriate site, that workstation will be remotely monitored and the individual using that workstation will be reported to the Principal of the school and the MCSD Central Office.

TECHNOLOGIES COVERED

MCSD may provide the privilege of Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, Email, any network connection method paid for by the district and more.

The Acceptable Use Policy applies to both District-owned technology equipment utilizing the MCSD network, the MCSD Internet connection, and/or private networks/Internet connections accessed from District-owned devices at any time. Thus AUP also applies to privately-owned devices accessing the MCSD network, the MCSD Internet connection, and/or private networks/Internet connections while on school property or participating in school functions or events off campus. MCSD policies outlined in this document cover all available technologies now and in the future, not just those specifically listed or currently available.

EMAIL

Employee and student MCSD email is the property of MCSD. MCSD does not archive employee or student email for the purpose of recovering lost or deleted communication. It is the responsibility of the employee and student to maintain this email account appropriately.

SECURITY

Users are expected to take reasonable safeguards against the transmission of security threats over the MCSD network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. Users should never share personal information. If users believe a computer or laptop they are using might be infected with a virus, they should alert the Technology Department. Users should not attempt to remove the virus themselves or download any programs to help remove the virus.

ONLINE ETIQUETTE

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 known or trusted sources when conducting research via the Internet. Users should remember not to post anything online that they would not want students, parents, teachers, or future colleges or employers to see. Once something is online, it cannot be completely retracted and can sometimes be shared and spread in ways the user 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 did not create themselves, or misrepresent themselves as an author or creator of something found online.
Information obtained 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 person someone they meet online without parental permission. If users see a message, comment, image, or anything else online that makes them concerned for their personal safety or the safety of someone else, they should immediately bring it to the attention of an adult (teacher or administrator if at school, parent if using the device at home).

CYBER BULLYING

Cyber bullying including, but not limited to, harassing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyber stalking will not be tolerated. Users should not send emails or post comments with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted individual and create for the targeted individual a hostile school environment.

Engaging in these behaviors or in any online activities intended to harm (physically or emotionally) another person, will result in disciplinary action, as referenced by Board Policy JDDA - Bullying. In some cases, cyberbullying can be a crime. Users should remember that online activities might be monitored.

All students will be educated about appropriate online behavior, including interacting with other persons on social networking websites and in chat rooms, and cyber bullying awareness and response.

SOCIAL MEDIA

The District has policies that address Social Media. By signing the Acceptable Use Policy, users are acknowledging they have read and agree to abide by the Social Media guidelines. See MCSD Policy GABB and GABBA.

LIMITATION OF LIABILITY

MCSD will not be responsible for damage or harm to persons, files, data, or hardware. While MCSD employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness. MCSD will not be responsible or liable for, financially or otherwise, unauthorized transactions conducted over the MCSD network.

Violations of this policy may have disciplinary consequences, including:

- Suspension of network, technology, or computer privileges;
- Notification of parents;
- Detention or suspension from school and school-related activities;
- Employment disciplinary action up to and including termination of employment;
- Legal action and/or prosecution.

Employees, students, and parents/guardians shall be required to sign the District's Acceptable Use Policy as part of the district's Technology Handbook before Internet or network access shall be allowed.
LEGAL REFERENCE: MS Code 11-46-9.

MARSHALL COUNTY SCHOOL DISTRICT
DISTRICT PROVIDED LAPTOP OR OTHER PERSONAL COMPUTING DEVICE
POLICY
ADOPTED JUNE 2020 (Amended July 2026)

USER DATA

All users are responsible for keeping backups of important data. If a device has to be repaired there may be a need to reset it to the original settings. The technology department will not be responsible for any user data that might be lost as a part of this process.

DEVICE TAKE-HOME REQUIREMENTS (Beginning with the 2025-2026 school year): Students may only take devices home with written approval from the Marshall County School District Central Office. School principals may not approve devices to take home without Central Office authorization. Students who are approved to take home a device from Central Office and who fail to return a device will not be issued a new one, and all school records will be held, unless replacement costs are paid. Costs associated with these devices are as follows: ● A total lost Chromebook will be $300 in year one, $200 in year two and $100 in year three to allow for depreciation of the asset.

ALTERNATIVE SCHOOL

In the case of a student transferring to the Alternative Learning Center, the student device will be returned to the home school. Upon the student's return to the home school, the device will be reissued to that student.

USE OF PERSONAL LAPTOPS AND TABLETS In grades where students are issued a laptop or tablet by the district, students will not be allowed to use their personal laptops or tablets in place of a district device. The goal of the 1:1 initiative is to provide every student with the same device. If a parent refuses a device for home use, the student will be required to check out a device at school for use each day in class. The district is not able to provide support or install software on personal devices; therefore the use of personal devices is not a viable alternative to a district provided device.

Parent/Student Notices

Due Process (Policy JCAA)

The Marshall County School District does not discriminate on the basis of race, color, religion, national origin, sex, age or disability. If you feel you are being discriminated against based on Section 504, Title VI and/or Title IX or you have inquiry concerning these, please contact the principal at your school site.

Equal Opportunity (Policy JAA)

No person shall, on the basis of sex, race, handicap, religion or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any other program or activity operated by the Marshall County Schools.

Parents' Right to Know

Each year a copy of your school's NCLB report card is posted on the school's website and the district's report card is posted on the district website (www.marshallcountysd.org). The information on the report cards will help you to gain a better understanding of the academic successes at your school site. Mississippi and Federal Accountability results for your school will be clearly stated on the report card.

Further, the percentage of teachers at your school site that are considered "highly effective" according to Mississippi and USDE licensing criteria is included. If you have any questions about the specific qualifications of teachers at your school site, please contact your school's principal or the Superintendent's Office at 662-252-4271.

In accordance with federal law, the Marshall County School District wants to inform parents of their right to know the following: (a) that their child's teacher has met the Mississippi qualifications and licensing criteria for the grade levels and subject areas in which they are currently teaching, (b) whether their child's teacher is teaching under a provisional, one-year or emergency license, (c) that all teaching credentials of all teachers instructing the parent's child are available for review and (d) whether their child is being instructed by a paraprofessional.

Please note that the MCSD will inform parents within a timely manner if your child has been assigned to, or has been taught for four or more consecutive weeks by a teacher who is considered "not highly effective". Parents will be informed by written correspondence (at a minimum).

Visitors (Policy KM)

Visitors to the Schools

All visitors to schools shall report immediately to the school office, sign in and obtain a visitor's badge so that school personnel can readily identify visitors. 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. 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.

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 guide 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 salesmen 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.

Pupil Visitation

The schools will not be able to allow school pupils to have pupil visitors accompany them as visiting guests in the

school.

Classroom Visitation

As part of the 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.

COMPLIANCE WITH FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 (FERPA)
(Policy JRAB)

In accordance with the policy of the Marshall County School 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.

Disclosure

School officials are regularly asked to balance the interests of safety and privacy for individual students. While the *Family Educational Rights and Privacy Act (FERPA)* generally requires schools to ask for written consent before disclosing a student's personally identifiable information to individuals other than his/her parents, it also allows schools to take key steps to maintain school safety. Understanding the law empowers school officials to act decisively and quickly when issues arise.

Under FERPA, school officials may disclose any and all education records, including disciplinary records and records that were created as a result of a student receiving special education services under Part B of the *Individuals with Disabilities Education Ac*t, to another school or postsecondary institution at which the student seeks or intends to enroll. While parental consent is not required for transferring education records, the school's annual FERPA notification should indicate that such disclosures are made. In the absence of information about disclosures in the annual FERPA notification, school officials must make a reasonable attempt to notify the parent about the disclosure, unless the parent initiated the disclosure. Additionally, upon request, schools must provide a copy of the information disclosed and an opportunity for a hearing. See 34CFR 99.31(a)(2) and 99.34(a).

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

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

Request to Amend a Record

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

Annual Notification

Within the first month of each school year, the school district will publish a notice to parents and eligible students of their FERPA rights. This student handbook, which is available online at www.marshallcountysd.org or by request, serves as notification. The student handbook and all FERPA information can be made available during student registration or anytime during the school year, via request at the student's school.

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, upon request.

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.

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.

Legal Notices for All Parents

Legal notices are provided to parents and students in this handbook for informational purposes and as a matter of state law.

The 1990 Mississippi Legislature passed laws concerning parental responsibilities that require the following:

- Parents have financial responsibility for their child's destructive acts concerning school property or personnel
- Parents may be requested to appear at school for a conference concerning the student's destructive acts
- Parents are required to attend scheduled discipline conferences
- Parents or legal guardians who do not perform any of the duties required in conjunction with this legislation are subject to a misdemeanor as a *minimum* consequence
- Parents may be required to appear before the MCSD School Board if their child has excessive absences, early check-outs and tardies causing them to miss valuable instructional time, therefore hindering the student's educational progress
- Parents may not approach, with harmful intent, students who are not under their guardianship while on campus or at campus related events.

Mississippi Code 97-3-7 Amended 2009 notes that no parent, legal guardian or student may insult, abuse, harass, threaten or harm any school (government) employee at any time. Consequences for such actions can include school and/or district sanctions such as banishments from school campuses and activities for specified time periods, and if convicted of *Simple Assault*, will result in a felony punishable by fine of up to $1,000 or imprisonment up to 5 (five) years and any other consequence at the discretion of the judicial system(s). If convicted of Aggravated Assault against a school employee, it will result in a felony punishable by a fine of up to $5,000 or imprisonment of up to 30 years and any other consequences at the discretion of the judicial system (Section 43-47-5). Assault can be both verbal and physical according to law.

Mississippi Code 37-41-2 notes that it is unlawful for any individual to board a school bus, other than a student scheduled to, a member of the public school administration or faculty, or a law enforcement official. State laws prohibit unauthorized boarding of school buses or interference with passengers boarding or leaving, under penalties of fines and/or imprisonment.

Registration/School Admissions

SCHOOL ADMISSION (Policy JBC)

The term "minor" when used in any statute shall include any person, male or female, less than twenty-one years of age. MS Code ' 1-3-27

Enrollment Age

Except as provided in subsection (2) and subject to the provisions of subsection (3) of MS Code ' 37-15-9, no child shall be enrolled or admitted to any kindergarten which is a part of the free public school system during any school year unless such child will reach his fifth birthday on or before September 1 of said school year, and no child shall be enrolled or admitted to the first grade in any school which is a part of the free public school system during any school year unless such child will reach his sixth birthday on or before September 1 of said school year. No pupil shall be permanently enrolled in a school in the State of Mississippi who formerly was enrolled in another public or private school within the state until the cumulative record of the pupil shall have been received from the school from which he transferred. Should such a record have become lost or destroyed, then it shall be the duty of the superintendent or principal of the school where the pupil last attended school to initiate a new record. ' 37-15-9 (1)

Evidence of Age

It shall be the responsibility of the person in charge of each school to enforce the requirement for evidence of the age of each pupil before enrollment. If the first prescribed evidence is not available, the next evidence obtainable in the order set forth below shall be accepted:

a. A certified birth certificate;
b. A duly attested transcript of a certificate of baptism showing the date of birth and place of baptism of the child, accompanied by an affidavit sworn to by a parent, grandparent or custodian;
c. An insurance policy on the child's life which has been in force for at least two (2) years;
d. A bona fide contemporary Bible record of the child's birth accompanied by an affidavit sworn to by the parent, grandparent or custodian;
e. A passport or certificate of arrival in the United States showing the age of the child;
f. A transcript of record of age shown in the child's school record of at least four (4) years prior to application, stating date of birth; or
g. If none of these evidences can be produced, an affidavit of age sworn to by a parent, grandparent or custodian. Any child enrolling in Kindergarten or Grade 1 shall present the required evidence of age upon enrollment. Any child in Grades 2 through 12 not in compliance at the end of sixty (60) days from enrollment shall be suspended until in compliance. ' 37-15-1 (2002)

Parent, Legal Guardian or Legal Custodian

Whenever any minor child seeks or applies to enroll or gain entrance to any public school in this state, and the child is not accompanied by an adult or is accompanied by an adult who is not the child's parent, guardian, if a legal guardian has been appointed for the child, or legal custodian, the school official or officials or teacher to whom the child applies or reports for enrollment or admission may delay consideration of the enrollment or enlistment of the minor child and require the child's parent, legal guardian or legal custodian to accompany the child and apply for enrollment and admission into the school for and on behalf of the minor child. ' 37-15-11 (2002).

General Eligibility

This school district shall admit into its free public schools all minor-age children (MS Code ' 1-3-27) and all compulsory school age children as defined by in MS Code ' 37-13-91 (2) (f).

1. Each minor child shall attend school in the school district of his/her residence unless legally transferred to another school district by the school board pursuant to MS Code ' 37-15-29.

2. Except for those students who have been legally transferred, each minor child seeking to enroll in this school district shall be a school district resident. All students shall register at the school they are assigned to attend. ' 37-15-29; ' 37-15-13

3. Any new student enrolling in this school district or any continuing student whose residence has changed shall be accompanied to enrollment by a parent, guardian, adult custodian or adult agent of a social service agency of the district who shall register the minor child for admission, except students who have been legally transferred. The accompanying adult shall be required to verify his/her residence as herein provided as part of the registration process. ' 37-15-11

4. The person in charge of each school shall require any child enrolling in kindergarten or grade 1 to present a certified birth certificate and valid immunization certificate upon enrollment. No child will be allowed to enroll in or attend any school without a certified birth certificate or valid immunization certificate. ' 37-15-1

5. Subject to the provisions of MS Code 37-15-9, subsection (3), [see item 7 below] any child who transfers from an out-of-state public or private school in which that state's law provides for a first grade or kindergarten enrollment date subsequent to September 1, shall be allowed to enroll in this school district at the same grade level as their prior out-of-state enrollment, if:

    a. The parent, legal guardian or custodian of such child was a legal resident of the state from which the child is transferring;
    b. The out-of-state school from which the child is transferring is duly accredited by that state's appropriate accrediting authority;
    c. Such child was legally enrolled in a public or private school for a minimum of four (4) weeks in the previous state; and
    d. The superintendent of schools of this school district has determined that the child was making satisfactory educational progress in the previous state. ' 37-15-9

1. When any child applies for admission or enrollment in any public school in the state, the parent, guardian or child, in the absence of an accompanying parent or guardian, shall indicate on the school registration form if the enrolling child has been expelled from any public or private school or is currently a party to an expulsion proceeding. If it is determined from the child's cumulative record or application

for admission or enrollment that the child has been expelled, the school district may deny the student admission and enrollment until the superintendent of the school or his designee has reviewed the child's cumulative record and determined that the child has participated in successful rehabilitative efforts including, but not limited to, progress in an alternative school or similar program. If the child is a party to an expulsion proceeding, the child may be admitted to a public school pending final disposition of the expulsion proceeding. If the expulsion proceeding results in the expulsion of the child, the public school may revoke such admission to school. If the child was expelled or is a party to an expulsion proceeding for an act involving violence, weapons, alcohol, illegal drugs or other activity that may result in expulsion, the school district shall not be required to grant admission or enrollment to the child before one (1) calendar year after the date of the expulsion. ' 37-15-9 (3)

2. No child in grades 2 through 12 shall be allowed to enroll in or attend any school without a valid immunization certificate. ' 37-15-1 Valid certificates include:

   a. Form 121 -- Certificate of Compliance

   b.Form 121-A -- Medical Exemption Certificate

   c. Form 121-T -- Temporary Compliance Certificate

   The Temporary Compliance Certificate, Form 121-T, is not valid after the date shown. After that date, the principal shall deny school attendance by such child unless or until the principal is furnished another Temporary Compliance Certificate, Form 121-T, or a Certificate of Compliance, Form 121, or a Medical Exemption Certificate, Form 121-A.

Residence Verification Procedure

Definition of residence for school attendance purposes: The student physically resides full time week days/nights and weekends, at a place of abode located within the limits of this school district.

Residency may be determined in the following manner:

A. STUDENTS LIVING WITH PARENT(S) OR GUARDIAN(S) The parent(s) or legal guardian(s) of a student seeking to enroll must provide this school district with at least one of the items listed below from Section A (or an acceptable substitute document only approved by the Superintendent's Office) and one of the items listed below from Section B as verification of their address, except that a document with a post office box as an address will not be accepted.

Section A: Any one (1) of the following documents:

NOTE: The parent/guardian's name and address on each of the below items must be the same.

1. Mortgage document
2. Property Deed
3. Filed Homestead Exemption Application form or a current property tax statement
4. Typed apartment or home lease with the expiration date and landlord's signature

S**ection B: Any one (1) of the following documents dated within the past 60 days:**

1. Utility bills
2. Bank statements or check stubs
3. Official government mail with current address

4. Automobile registration or auto insurance
5. Current driver's license

B. HOMELESS CHILDREN
When a child is determined to be homeless as defined by the Stewart B. McKinney Act 42 USC Section 11431 (1), 11432 (e) and 11302 (a), this school district shall consider and take enrollment action that is in the best interest of the child pursuant to 42 USC 11432 (e) (3).

C. STUDENTS LIVING WITH ADULTS OTHER THAN PARENTS OR LEGAL GUARDIANS:
1. The non-parent(s) claiming district residency must meet the criteria of subparagraph (a) (1) through (7) above, required of a parent or legal guardian.
2. The district resident must provide the school with a Marshall County School District Shared Residence Affadavit, signed by and dated by a public notary, stating his or her relationship to the student, and that the student will be living at his/her abode full time with person having custody (custodial parent/caregiver), and provide documentation fully explaining the reason(s) (other than school attendance zone or district preference) for this arrangement. The superintendent or his/her designee will make the necessary factual determinations as required under this policy. Examples of situations where "in loco parentis" authority of an adult will be recognized to establish residency of the minor include but are not limited to the following:

a. Death or serious illness of the child's parent(s) or guardian(s);
b. Abandonment of the child;
c. Child abuse or neglect;
d. Unstable family relationships or undesirable conditions in the home of the child's parents or guardians having a detrimental effect on the child;
e. Students enrolled in recognized exchange programs residing with host families.

D. The school district may require additional documentation and verification at any time.

E. At the minimum, this school district shall maintain in a file a written instrument identifying the types of documents used to verify each student's residency and copies of any relevant guardianship petition or decree. Documentation should be verified by the end of each nine week period of time.

F. The provisions of this policy do not apply to students who reside outside the school district, but who have legally transferred into the school district.

Any court ordered procedure should take precedence over any procedure contained herein.

Transfer Students
(See also Policy JBCD Transfers and Withdrawals of Students)

1. No student is to be enrolled in this school district until any and all questions regarding residence or immunizations have been resolved.

2. Students suspended or expelled from another school or school district may not be allowed to enroll. ' 37-15-9 (3)

3. No pupil shall be permanently enrolled in a school in this school district who formerly was enrolled in another school within the state or outside the state until the cumulative record of said pupil shall have

been received from the school from which he transferred. Should such record have become lost or destroyed, then it shall be the duty of the superintendent or principal of the school where the pupil last attended school to initiate a new record. ' 37-15-9 (1)

4. Unless a transfer student is tested in the manner provided in paragraph 5 below, the student will be permanently enrolled and placed in a grade or class on the basis of an official transcript of credits from the last school attended. ' 37-15-33
5. All students seeking to transfer from any school, public, private or homeschool, within or outside of the boundaries of the State of Mississippi, to this school district shall be required to take a standardized test to determine the grade and class to which the pupil shall be assigned at the time of pupil transfer.

   The administrative head of the school shall administer the test or tests to such pupil or pupils as shall apply for transfer to such public school. Such test or tests shall be administered within thirty days after the filing of each such application for transfer. Notice of the giving of such test shall be given the applicant not less than five days prior to the date of the administration of such test.

   No transfer of a pupil shall be affected until the test has been given and the pupil is assigned to the grade and class for which the test shows he is best suited. No pupil shall be assigned to a grade and class more than three (3) grades above or below the grade or class that the pupil would have been assigned had the pupil remained in the school from which the transfer is being made. Pending the administration of the test herein provided for and its grading and an assignment based thereon the superintendent of this school district or the attendance center principal to which the pupil seeks admission may assign the pupil temporarily to a grade and class comparable to that in which the pupil would have been had the pupil continued in the school from which the transfer was being made.

Any transfer student from a school or program (correspondence, tutorial, or home study) not accredited regionally or by a state board of education [or its designee(s)] is given either a standardized achievement test(s) or teacher-made special subject test(s) to determine the appropriate classification of the student within thirty (30) days after filing for transfer. Notice of the administering of such test(s) shall be given to the applicant not less than five (5) days prior to the date of the administration of such test. Miss. Code Ann. § 37-15-33, Miss. Admin. Code 7-3: 36.2, 36.4, State Board Policy Chapter 36, Rules 36.2-36.4.

For students in 9-12 grade, MCSD will only accept credits for an accredited online or homeschool program unless otherwise approved by the Superintendent.

If any student is transferred or assigned within this school district by an order of the board of trustees of this school district as designated by law of the State of Mississippi and not at his own request, the requirement of that pupil's taking the standardized test shall be waived. Likewise, if a pupil shall transfer from one school district to another school district in the manner provided and required by the laws of the State of Mississippi, the requirement of such pupil taking the standardized test shall be waived. ' 37-15-33

6. This school board shall not recognize any legal guardianship formed for the purpose of establishing residency for school district attendance purposes. ' 37-15-31 (1) (d)

Absences/Attendance
(Policy JBA, JBD, JBAC)

Attendance
The Marshall County School District supports the idea that good attendance and promptness to classes are important to prepare the student for college and the workforce. Time on task is essential if students are to succeed in their educational efforts. Further, funds for schools are allocated on the basis of the students' average daily attendance (referred to by the state as the ADA). Absences, whether excused or unexcused, result in loss of operating funds. Schools, therefore students, benefit from the money allocated for ADA. It is the responsibility of the parent, students and school system to strive for perfect attendance. Excessive absences lead to excessive make-up work, which can clearly hinder a student's academic progress. Students should not tardy, nor be picked up early except in dire circumstances. Late drop-offs and early pickups hinder the educational progress for students.

Any combination of three unexcused tardies/early dismissal to/from school, homeroom, or class will constitute a school level unexcused absence, which could result in exclusion from school level awards, activities, or privileges, including exam exemption.

Parents of students in grades 9-12 who are on the block schedule should be mindful that full credit courses are completed in one semester. Half-credit courses are completed in one nine-weeks grading period. Missing one day of class is comparable to missing two days; missing two days is comparable to missing four days, etc.

The following situations constitute an excused absence from school:

- An authorized school activity (field trips, athletic contests, student conventions, musical festivals, etc.)
- Illness or injury of the student that prevents him/her from coming to school (any absence after third consecutive must be documented by a medical provider)
- Doctor and/or dental appointment
- Illness or death in the immediate family
- Marriage in the immediate family
- Summons to court (documentation must be provided)
- Family emergencies or other situations that may occur and are cleared in writing and approved by the school administration

These absences must be verified in writing by parents and include a phone number where the parent can be reached for school verification. Also, any documentation in conjunction with the absence is always required. State law prohibits any student from having more than five (5) excused absences per semester unless approved by the Superintendent due to an extenuating circumstance (such as documented prolonged illness/injury or extended religious observation. ***Excuses for absences will not be accepted after 5 days from the date of absence*** except under extenuating circumstances, determined by the principal, and/or retroactively by Youth Court order. Upon the 5th unexcused absence, the student will be referred to the Marshall County Truancy Officer.

Principals and Administrative Staff may, at their discretion, offer incentive programs for consistent attendance habits. According to law, parents will be held accountable for their child's excessive absences.

Truancy (JBAC, JBD)
Reports of truancy will be made in accordance with the Mississippi Compulsory Attendance Law (MS 37-13-91). After 20 consecutive absences, with documentation of multiple attempts to contact parent or guardian, with no response, the district has the right to withdraw the student from MCSD. Student will be reported to the truancy officer.

Dismissal Transportation Plan (Policy JGFC)

Due to concern for the safety of all students, incoming telephone calls will no longer be accepted to change any child's dismissal transportation plan. If there must be a change, the parent/guardian must either appear at the school office in person to relay the change in transportation plans or send a note to the school. All notes must be in the parent's/guardian's handwriting and should contain a signature and a telephone number where the parent/guardian can be located in the event it is determined that verification should be obtained. In the event of an emergency, exceptions may be made.

Make-up Work (Policy JBD)

The student is responsible for make-up work upon the student's return to school. After requesting the make-up work from the teacher(s), students are required to complete the work. Except under extreme circumstances or hardship, time allotted to make up work will be equal to time missed. For example, students who miss one day of school will have one day to make up work, students who miss two days will have two days, etc. Under extreme circumstances or hardship, the principal and/or teacher will determine a reasonable amount of time for completion of work. Students are not to take advantage of the time given. A student's refusal to make up work during the agreed upon amount of time will result in the student not receiving credit for that work. This policy applies to all absences, including suspensions.

HEALTH SERVICES
MCSD Student Medication Policy (Policy JGCD/JGCDA)

Medication(s) must be kept in the principal's office or another safe place as designated by the principal with appropriate documentation on file. Excluding state mandated medications; students are not to have medications on their person. Parents must bring student medication(s) to the school office to be stored securely. Students are not to transport medication(s) on a school bus at any time, excluding state mandated medications. Asthma and anaphylaxis medication self-administration is permitted as stated pursuant to the requirements of Senate Bill No. 2393, Section 41-79-31, Mississippi Code of 1972.

Dispensing of medication by school personnel shall be in accordance with the following procedures:

Student's parent and/or guardian must complete the Health Information and Prescription Drug and Medicine Authorization form, and it must be on file with the school office. All new requests for the administration of medication or changes in medication dosages must be checked by authorized school personnel and recorded on the school medication log sheet before being dispensed. Medications will only be dispensed by employees who have received the appropriate training from district medical personnel. Only one medication may be dispensed at a time. The student must give his/her full name. The student's name will be verified with the name on the medication bottle and the medication log sheet. Dosage will be checked according to the medication bottle and the medication log sheet. For safety reasons, personnel in charge of dispensing medication are to view students when they take the medication and will recheck the student's name and dosage amount before returning the medication to its appropriate and secure place. The school's principal is the only employee at the school site that can make special arrangements for medications to be administered within the classroom setting, but can only make these arrangements after consulting with appropriate district personnel.

Student Vaccines (Policy JGCB)
By order of the Marshall County School Board of Education, in compliance with Mississippi Code 37-7-301, and upon recommendation of the Mississippi State Board of Health, for minimum community protection against certain diseases, all school children attending school will be vaccinated against certain diseases prior to their enrollment in the schools.

Contagious/Infectious Diseases (JGC)
A temperature of 100.4 will require the student to be picked up from school, and will not be able to return to school for 24 hours. Any student showing COVID-19 symptoms will be evaluated by the school nurse. If the nurse recommends the student to be picked up from school, the students will not be able to return to school for 24 hours. See the above policy for students who test positive for COVID-19.

A "no live bug policy" is followed in the Marshall County School District. A "no live bug policy" means absolutely no live bugs. If a student is found with live lice in their hair they will be sent home immediately. If a student has nits only parents will be contacted and/or a letter of explanation from the district will be sent home with the child. This letter explains the steps to be taken by the parent and/or guardian to eliminate the lice. Upon completion of the initial treatment the parent and/or guardian will bring the child to school so the child can be checked to ensure no live bugs are present. If the child is clear he/she may return to class. If nits are still present but no live lice the child can stay at school This policy is for the protection of all children. When a student is found to have nits and/or live lice in their hair and the parent is informed of the situation, the student will have three days of excused absences to insure proper treatment of the hair and the home. Parents are required to bring proof of treatment upon return. If no appropriate proof of treatment is given, then all absences will be considered unexcused.

GIFTS

Parents are asked not to send gifts, flowers, balloons or other trinkets to their child at school. This causes undue disruption of the learning process and it also causes safety issues while children are being transported home on school buses. The school and its administration are not responsible for items sent to the school site.

EMERGENCY CLOSINGS (Policy EBBD)

The superintendent has the authority, provided by the local school board, to close schools due to extreme weather conditions, for the best interest of the health and safety of the students. Parents will be notified by call/message, postings on local news stations and district and school websites.

STUDENT RESPONSIBILITIES

Student Knowledge of Rules/Procedures
It is the student and parent's responsibility to read, become familiar with, and adhere to all rules, policies and regulations contained in this handbook.

Valuables/Personal Items
Students are not to bring large amounts of money or personal items of value to school. These items may be confiscated at the administration's discretion. Students, **not the school**, are responsible for the personal items of value. It is not the responsibility of school officials to search for personal items of value that are lost or stolen. School officials will attempt to help recover lost or stolen items as they can, but again, lost or stolen items are

not the responsibility of the school district and the school administration cannot spend instructional time searching for articles that were not to be brought to school in accordance with said rule. The school administration only helps in these situations as a courtesy.

Specific Responsibilities
Students should remember that they must always abide by the following:

- Respect the rights and individuality of other students and school personnel.
- Refrain from slanderous remarks and obscenity in verbal or written expression.
- Dress and groom in a manner that meets reasonable standards of cleanliness, safety and good taste.
- Be punctual and present in the regular or assigned school program to the best of one's ability.
- Refrain from gross disobedience or misconduct or behavior that materially and substantially disrupts the educational process.
- Maintain the best possible level of academic achievement in accordance with one's ability.
- Respect the reasonable exercise of authority by the school administrators, teachers and staff.
- Never do anything that will embarrass or negatively affect the reputation of your school or yourself.
- Understand that there are always consequences for not abiding by the rules.
- Students are to always address staff in a respectful manner. Students should appropriately respond to staff members.

ACADEMIC POLICIES

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Grading Scale (Policy IHA)

Grades K-12: A = 90-100, B = 80-89, C = 70-79, D = 60-69, F = 59 or below

Exemption Procedures/Exams

Only students in Grades 5-12 will be exempt from semester exams if the following criteria are met:

1. No more than one reported violation that results in disciplinary action per semester.
2. Those students with a B average or above in a course/class shall be exempt from the requirement of completing the semester examination for that course/class. These students can have three excused absences.
3. Those students with an A average or above in a course/class shall be exempt from the requirement of completing the semester examination for that course/class. These students can have five excused absences.
4. A student exempted from a semester examination under any of the above wishing to attempt to improve his/her grade may take the semester examination. No reduction in grade average will be made due to an attempt of a semester examination.

Promotion and Retention (Policy IHE)
The following guidelines shall govern the promotion and retention decisions as they relate to students in the Marshall County School District:

Promotion and retention shall be based upon the mastery of objectives and/or standards.

Grades K-8

1. Promotion and retention shall be based upon the mastery of competencies, objectives, and/or standards,

a. Students in Kindergarten through third grade must achieve a yearly numerical average of 60 or higher in language arts and mathematics to be eligible for promotion.

b. All 3rd grade students must meet the requirements of the Literacy-based Promotion Act (LBPA); students who do not meet LBPA requirements will not be promoted to 4th grade unless the student meets the good-cause exemptions for promotion.

c. Students in 4th, 5th, 6th, 7th and 8th grades must possess a yearly average of 60 or above in each of the following courses to be promoted to the next grade level: English, mathematics, and either science or social studies.

Grades 9-12

1. Each district school board shall establish standards for graduation from its schools which shall include as a minimum:
   a) Mastery of minimum academic skills as measured by assessments developed and administered by the State Board of Education.
   b) Completion of a minimum number of academic credits, and all other applicable requirements prescribed by the district school board.
   c) Students in grades 9-12 are promoted based on the total number of Carnegie units earned:
      a. Sophomores must have a minimum of five (5) credits
      b. Juniors must have a minimum of eleven (11) credits
      c. Seniors must have a minimum of eighteen (18) credits.

2. A student who meets all requirements prescribed in subsection (1) of this section shall be awarded a standard diploma in a form prescribed by the state board.
3. The State Board of Education may establish student proficiency standards for promotion to grade levels leading to graduation.

Graduation Requirements (IHF)

Students in this School District shall graduate from this district utilizing one of the Mississippi Department of Education (MDE) graduation options and by meeting all other requirements as defined by the Mississippi Department of Education.

Mississippi Diploma Options

Beginning with incoming freshmen of 2018-2019

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

Traditional Diploma Option

Curriculum Area	Carnegie Units	Required Subjects
English	4	● English I ● English II
Mathematics	4	● Algebra I

Science	3	● Biology I
Social Studies	3.5	● 1 World History ● 1 U.S. History ● .5 U.S. Government ● .5 Economics ● .5 Mississippi Studies
Physical Education	.5	
Health	.5	
Arts	1	
College and Career Readiness	1	● Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	5.5	
Total Units Required	**24**	

Requirements

- Students should identify an endorsement area prior to entering 9th grade. Endorsement requirements can only be changed with parental permission.
- For early release, students must have met College and Career Readiness Benchmarks (ACT subscores 17 English and 19 Math or earned a Silver level on ACT Workkeys or SAT equivalency sub scores). Alternately, a student must meet ALL of the following: **(Policy IHF)**
    - Complete an early release application which will contain the following information:
        - Name and contact information for their employer or a statement by a parent or guardian
        - Clearly stated transportation arrangements. Students who do not have transportation for an early release, will remain in study hall until the end of the school day.
    - Have a 2.5 GPA
    - Passed or met all MAAP assessment requirements for graduation
    - On track to meet diploma requirements, including a passing grade for all required courses
    - Concurrently enrolled in Essentials for College Math or Essentials for College Literacy
    - Students must sign out, even if they have a permanent release.
    - Students must leave campus at the time specified everyday. Only athletes can return to campus for practice, at the designated practice time.

Recommendations

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

Alternate Diploma Option

Curriculum Area	Carnegie Units	Required Subjects
English	4	● Alternate English Elements I-IV
Mathematics	4	● Alternate Math Elements I-III ● Alternate Algebra Elements
Science	2	● Alternate Biology Elements ● Alternate Science Elements II
Social Studies	2	● Alternate History Elements (Strands: U.S. History and World History) ● Alternate Social Studies Elements (Strands: Economic and U.S. Government)
Physical Education	.5	
Health	.5	● Alternate Health Elements
Arts		
Career Readiness	4	● Career Readiness I-IV (Strands: Technology, Systems, Employability, and Social)
Life Skills Development	4	● Life Skills Development I-IV (Strands: Technology, Systems, Personal Care, and Social)
Additional Electives	2	
Total Units Required	**24**	

Requirements

- The Alternate Diploma is not equivalent to a traditional high school diploma and is not recognized by postsecondary entities that require a traditional high school diploma.
- All students are required to participate in the Mississippi Assessment Program—Alternate Assessment (MAAP-A) with a score TBD.
- Students who have met the criteria on their IEP for having a Significant Cognitive Disability (SCD) may participate in a program of study to earn the Alternate Diploma.

Early Graduation Policy (IFG)

Restrictions: Any student that graduates before their initial 4-year cohort will not be allowed to receive any honor or award given to the current graduating 4-year cohort. Those awards/honors include, but not limited to, Valedictorian, Salutatorian, Star Student, and class officer.

Students wishing to graduate more than one semester early shall be submitted prior to the start of the student's junior year, unless an exception is granted by the Superintendent . Students wishing to graduate early via hardship must be approved by the Superintendent's Designee and must meet successful completion of all state and district standards. Hardship options include, but are not limited to:

1. A non-Senior who will turn 18 on or before December 1 of the current academic school year.

2. A student who has been retained in one or more grades.

3. A student with a hardship situation (child, family, health, etc.)

4. A student with any other legitimate hardship as deemed meeting the requirement by the Superintendent's Office.

Students not meeting hardship requirements must be approved by the school counselor and the local high school principal. These students must have documentation evidence of earning one of the state-recognized diploma endorsements (CTE, Academic, or Distinguished) and two consecutive semesters of maintaining an attendance rate of at least 90%.

Counselors (CPL)

Guidance services are available to students. These services include assistance with educational planning, interpretation of test scores, graduation requirement explanations, schedule planning, career information, help with home/school/social concerns or any question a student may feel he/she would like to discuss with a counselor. If a problem arises outside of the scope of the guidance services provided, students and/or parents (based on the specific issue) will be informed as to where they might seek appropriate assistance.

Dual Enrollment (IDAG)

A dual enrollment student is a student who is enrolled in a community or junior college or state institution of higher learning while enrolled in high school and who is receiving high school and college credits.

1. A student may be granted credit delivered through the following means:
    a. Examination preparation taught by a high school qualified teacher. A student may receive credit at the secondary level after compilation of an approved course and passing the standard examination, such as an Advanced Placement or International Baccalaureate course through which the student is allowed CLEP credit by making a three (3) or higher on the end-of-course examination.
    b. College or university courses taught at a high school, or designated post secondary site by a qualified teacher who is an employee of the school district and approved as an instructor by the collaborating college or university.
    c. College or university courses taught at a college, or university or high school by an instructor employed by the college or university and approved by the collaborating school district.
    d. Online courses of a public university, community or junior college in Mississippi and approved by the collaborating school district.
2. Admissions criteria for dual enrollment in community and junior college or university programs: Students may be admitted to enroll in community or junior college courses under the dual enrollment programs if they meet that institution's stated dual enrollment requirements.
3. Tuition and cost responsibility: Financial assistance will be made available to dual credit courses offered by Institutes of Higher Learning that are listed on the signed Memorandum of Understanding. Students who meet all eligibility requirements as determined by post-secondary institutions may apply for tuition assistance. In the absence of sufficient funds, financial assistance will be prioritized based on free or reduced lunch status.

    Financial assistance will be provided up to available funds in the following areas:

    -Registration fees
    -Dual credit tuition
    -Textbook fees

    Tuition assistance will be paid directly to the college for covered costs. No reimbursements will be provided directly to families.

For students receiving financial assistance: In the event a student makes a failing score in a dual credit course or withdraws from the course, the full amount of financial assistance may be billed to the student.

4. Transportation responsibility: The three high schools may meet at the central office and students will be transported on a bus to the Northwest Community College for orientation and exams (each semester). Any other transportation required by a student to participate in the dual enrollment program is the responsibility of the parent, custodian or legal guardian of the student.
5. School district average daily attendance credit: When dually enrolled, the students shall be counted, for adequate education program funding purposes, in the average daily attendance of the public school district in which the student attends high school.
6. High school student transcript transfer requirements: Grades and college credits earned by a student admitted to a dual credit program shall be recorded on the high school student record and on the college transcript at the university or community or junior college and high school where the student attends classes.
7. Eligible courses for dual credit programs: Courses eligible for dual credit include, but are not necessarily limited to, foreign languages, advanced math courses, advanced science courses, performing arts, advanced businesses and technology, and career and technical courses. The district and IHL or CJC institution must have an articulation agreement in place prior to enrollment in a Dual Enrollment/Dual Credit course.
8. High school Carnegie unit equivalency: One (1) three-hour university or community or junior college course is equal to one (1) high school Carnegie unit.
9. Maximum dual credits allowed: It is the intent of the dual enrollment program to make it possible for every eligible student who desires to earn a semester's worth of college credit in high school to do so. A qualified dually enrolled high school student shall be allowed to earn an unlimited number of college or university credits for dual credit.

Graduation

- **Valedictorian, Salutatorian, and Class Ranking (Policy IHCA)**

The student(s) having attained the highest and second highest quality point average during his/her high school period shall be recognized as Valedictorian and Salutatorian respectively.

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

The Valedictorian and Salutatorian will be chosen based on the **Quality Point Average (QPA)** through the (3rd) nine weeks of the senior year.

Class of 2029 & Beyond Criteria for Valedictorian / Salutatorian

Earn cumulative QPA of > 3.9

+

8 Honors Courses, which may be any combination of:

Advanced Placement Courses, Physics, Spanish II, Alg II, Alg III, Calculus, Dual Enrollment Courses (4 maximum can count towards Honors Courses) and year 2 Courses of Advanced CTE Pathways. CTE courses will count as 2 Honors Courses. (Advanced CTE Pathways are Health Sciences and those with SWIB certification exams)

+

Meet National ACT CCR Benchmarks (18 English and 22 Math) or Gold Level ACT Workkeys

Distinction determined at the end of 3T of senior year

Honor Graduate

Earn cumulative QPA 3.5 or higher

+

5 Honors Courses, which may be any combination of:

Advanced Placement Courses, Physics, Spanish II, Alg II, Alg III, Calculus, Dual Enrollment Courses (4 maximum can count towards Honors Courses) and year 2 Courses of Advanced CTE Pathways. CTE courses will count as 2 Honors Courses. (Advanced CTE Pathways are Health Sciences and those with SWIB certification exams)

+

Meet Mississippi ACT CCR Benchmarks (17 English and 19 Math) or Gold Level ACT Workkeys

Distinction determined at the end of T3, Senior year

Classes of 2027 and 2028 criteria for Valedictorian

The Quality Point System will be utilized to compute and determine the rank-in-class of graduating seniors. Rank-in-class is defined as the comparison of a student's academic performance with those of the members of his/her graduating class. **Class rank computed on the basis of quality points, rather than on grade-point average, is designed to encourage students to enroll in more challenging courses such as dual enrollment and advanced placement. (*Currently, students shy away from advanced courses because they see them as potentially bringing down their GPAs*.)** Students in advanced courses earn additional quality points directly proportional to regular courses. Students with a quality point average of 3.0 to 3.49 will graduate with honors, and students with a QPA of 3.5 or higher will be considered a distinguished graduate. Students with 10 or more unexcused absences will not qualify for honors or distinguished graduate. A school team of a minimum of 4 will calculate QPAs.

The Quality Point Equivalency Scale is separated into regular and advanced placement/dual enrollment courses.

	Regular	Advanced Placement/Dual Enrollment
A	4	5
B	3	4
C	2	3
D	1	2
F	0	0

Co and Multiple Valedictorians and Salutatorians

In case of a tie, the student with the highest GPA, the student with the highest GPA (numerical average), will be named valedictorian.

In selecting the valedictorian, if the GPA of the top graduates is the same, the co-valedictorians or multiple valedictorians will be named.

In selecting the salutatorian, if the second highest GPA-after the valedictorian's GPA is determined-is the same, the co-salutatorians or multiple salutatorians will be named.

When co-valedictorians and co-salutatorians are named, they will be honored in alphabetical order.

- **Graduation Ceremonies and Practice**
  - ✔ All seniors must be present and on time for all graduation practices. Only the school's principal may make exceptions. If students do not adhere to this policy, they will not be permitted to participate in the graduation exercise.
  - ✔ The Marshall County School District's formal graduation ceremonies are limited to students who have successfully completed all graduation requirements. Any student who does not meet all requirements for graduation as set forth by the school district and the Mississippi Department of Education will not be allowed to participate in the graduation exercises.
  - ✔ Seniors who complete the requirements for graduation at the end of a summer school session will be awarded a diploma at that time.
  - ✔ Seniors graduating through correspondence courses will be awarded a diploma upon documented completion of the correspondence course work.
  - ✔ Students with disabilities who have satisfactorily completed an individualized course of study as specified on his/her Individualized Education Program (IEP) will be awarded a certificate stating that the student has successfully completed an "individualized education program". These students will be permitted to participate in the formal graduation ceremony.

Credit Recovery (Policy IDCAB)

Credit recovery is a course-specific, skill-based learning opportunity for students who have previously been unsuccessful in mastering content/skills

Admission to and removal from the Credit Recovery Program

1. A student may apply for admission for credit recovery or a counselor may make a recommendation on behalf of a student.

2. Selected courses within the core curriculum will comprise the Credit Recovery Program.
3. Only students who have failed a course may enroll in credit recovery to earn a minimum passing grade. Credit recovery cannot be used by a student that passed the course to improve the student's assigned course grade.
4. A student that has passed a MAAP-tested class but failed the MAAP assessment may enroll in credit recovery for remediation only. The grade earned for the SATP class remains unchanged.

Grades for credit recovery:

1. Beginning school year 2016-17, for a student to enter credit recovery, the numerical grade must have been at least 50%. During credit recovery, a student must master at least 70% of the course objectives and the student's maximum score for the class will be minimum passing grade on the district grading scale.
   When calculating QPA, a failed course in which a student did NOT complete credit recovery will remain on the course history and be calculated as 0 QPA points. If a student successfully completed a credit recovery course (offered outside of the traditional school schedule /timeframe), then the lowest passing grade QPA will be calculated in replacement of the initial failing course grade.

Student Activities

The Board recognizes the educational values inherent in a broad, varied, and well-directed activities program. Participation in co-curricular and extracurricular activities at the school should be considered by all concerned as a privilege rather than a right.

School-sponsored and student-led clubs are permitted in the district. Students may participate in extracurricular activities, such as clubs, with the permission of their parents. All clubs involving students shall require and maintain for inspection by the superintendent's designee a signed written parental permission form for each student participant involved in the club. The superintendent shall cause a standard parental permission form to be made available for all clubs.

1. School-sponsored clubs: No student may attend or become a member of a school-sponsored club without parental permission forms for each student participant. Supervising teachers or supervising faculty of school-sponsored clubs shall maintain for inspection signed written parental permission as part of the person's responsibilities of club leadership.
2. Student-led clubs: No student may attend or become a member of a school-led club without signed written parental permission forms for each student participant. Supervising teachers or supervising faculty of student-led clubs shall maintain for inspection signed written parental permission as part of that person's responsibilities of club supervision or sponsorship.
3. Student-led clubs: By-laws, rules, and regulations are required for all student-led clubs. All information as stated should be on file with the school's principal before the club begins.
4. Student-led and School-sponsored clubs: Minutes are required for each club meeting. Minutes should be presented to the school's principal and placed on file.

Principals are responsible for the co-curricular and extracurricular programs in their schools, operating them in accordance with Board policies, state regulations, and directives from the superintendent.

Co-curricular and extracurricular activities will be an integral part of the total educational program of the district. These activities will be governed by the rules and regulations as outlined in the current handbook of the Mississippi High School Activities Association, Inc.

All 9-12 students will vote on a student body president for the current school year.

To qualify for student body president, a student must meet the following criteria:

- Student must have a minimum GPA of 2.5.
- Student must have no more than one (1) discipline referral per semester during the current and previous semester enrolled.
- Student must have no more than 2 unexcused absences per semester.

Textbooks (Policy ICFA)

Textbooks for pupils are purchased with funds provided by the Mississippi Department of Education. State provided textbooks are assigned to students or classroom sets are provided. Parents and students should see that their textbooks are not abused, as a fine will be charged for any state-owned textbook that shows unnecessary wear or damage of any kind. Parents and/or guardians must reimburse the school for any lost textbooks.

STUDENT DISCIPLINE/CODE OF CONDUCT (Policy JD)

An organized disciplinary program supports teachers' efforts to teach and addresses the growth of positive student attitudes and behavior. The board has responsibility and authority to establish school rules and procedures for the purpose of maintaining a non-disruptive educational environment. The discipline policies of this District are in compliance with both federal and state law.

CELL PHONES/ELECTRONIC DEVICES (Policy JE)

The use of any cell phone or electronic device at school can be detrimental to the academic and well-being climate of our classrooms. It takes valuable time away from instruction and can create a disruption to the learning environment.

Policy

This policy is intended to ensure that personal electronic devices on district and school property do not interfere with the learning, safety, and well-being of students and staff. For the purposes of this policy, a personal electronic device is any device that emits an audible signal, vibrates, displays any message or video image, or is otherwise capable of sending, receiving, emitting, photographing, recording, storing, or displaying any type of audio or visual communication, files, or data. This included, but is not limited to cellular phones, smart phones, earphones, headphones, camera phones, camera devices, digital recording devices, scanning devices, personal digital assistants, MP3 players, iPods, iPads, tablets, smart watches, computers, radios, pagers, or any device that allows the possessor to access the internet, or any similar device or any accessories to such devices as earphones and Bluetooth devices.

Students will be allowed to retain possession of their electronic devices as long as they are securely locked inside their issued Yondr pouch.

Phones and other personal electronic devices are not to be used during school hours. Marshall County Schools will allow students to possess, inside a Yondr pouch, cell phones or electronic communication devices providing the following rules are <u>strictly adhered</u> to:

- All cell phones or electronic communication devices must be turned off, placed in their provided Yondr Pouch upon entering the building which includes smart watches, earbuds, Airpods, wireless headphones. A student caught wearing/having these devices will result in a cell phone violation. Wired headphones may be used with prior approval from administration for instructional purposes.

- Using cell phones or electronic devices as a clock, or excuses such as “it fell out of pocket/purse/bag” is not acceptable and will result in a cell phone violation.
- MCSD students who have an Individual Health Plan (IHP) or Individual Education Plan (IEP) with appropriate documentation will be allowed to use their device as necessary.
- MCSD acknowledges there are specific educational circumstances a student will need to use their cell phone for multi-factor authentication. In those instances, students will be allowed to remove devices from the Yondr pouch, under direct supervision of a school staff member. Upon completion, students must again power off their devices and lock them inside their Yondr pouches.
- End of the school day unlocking procedures of Yondr pouches will be set by each school.

There is no reason that a student should need to use a cell phone during the regular school day. At MCSD, student safety is always our first priority. In any instance requiring emergency communication, school staff will immediately assist the student, parent, or other responsible adult with that situation by using a school telephone. Emergencies will be determined by school staff and will not include giving students messages or delivering or retrieving items to/from students. This policy does not apply to school-issued laptop computers or chrome books.

Violation of Policy/Damage to Yondr Pouch Consequences

Yondr Pouches will be examined by staff on a regular basis. There will be a mandatory $30 replacement fee for any lost or damaged pouch.

First Offense: The first time a student fails to bring his or her Yondr pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of electronic devices and a parent contact. A parent may pick up the confiscated device during normal school hours.
Second Offense: The second time a student fails to bring their Yondr Pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of the electronic devices, and either an after-school detention or a suspension until parent conference. Devices will be returned to parents at the parent conference.
Third Offense: The third time a student fails to bring their Yondr Pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of the electronic devices, a call to parents, and the student will be assigned to three days of in-school suspension. The parent will be able to pick up the confiscated devices during normal school hours.
Fourth Offense: The fourth time a student fails to bring their Yondr Pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of the electronic devices, a call to parents, and the student will receive a two-day out of school suspension. The student and parent will be required to sign a Random Search contract. The parent will be able to pick up the confiscated devices during normal school hours.
Fifth Offense: Upon the fifth violation of this policy, the student will be immediately suspended from school and go before the discipline committee for recommendation for placement in Alternative Learning Center (ALC).
Sixth Offense: Upon the sixth violation of this policy, the student will be immediately suspended from school and go before the discipline committee for consideration of placement in ALC for the maximum duration or expulsion.

***Any student who is found to be in violation of the policy and refuses to turn over a device will immediately be suspended from school for a minimum of two days.**

1. DISTRIBUTION OF DISCIPLINE PLAN

A copy of the school district's discipline plan shall be distributed to each student enrolled in the district, and the parents, guardian or custodian of such student shall sign a statement verifying that they have been given notice

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

2. INCLUSIONS

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

a. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible financially for his or her minor child's destructive acts against school property or persons;

b. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district may be requested to appear at school by the school attendance officer or an appropriate school official for a conference regarding acts of the child specified in paragraph (a) of this subsection, or for any other discipline conference regarding the acts of the child;

c. Any parent, guardian or custodian of a compulsory-school-age child enrolled in a school district who refuses or willfully fails to attend such discipline conference specified in paragraph (b) of this section may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference; and

d. A parent, guardian or custodian of a compulsory-school-age child enrolled in a public school district shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.

3. DISCIPLINE CONFERENCE WITH PARENT

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

4. DISTRICT RIGHT TO RECOVER DAMAGES

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

5. ALTERNATE OPTION

A school district's discipline plan may provide that as an alternative to suspension, a student may remain in

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

CODE OF STUDENT CONDUCT / THE SCHOOL SAFETY ACT OF 2001

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

CORPORAL PUNISHMENT

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

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

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

STUDENT CONDUCT AND GRADES

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

1. Course content (goals, objectives, materials, etc.) as outlined in the curriculum guides

2. Methods of evaluation - grades will reflect some combination of the areas listed below:
    a. Class work
    b. Homework
    c. Test scores
    d. Participation
    e. Skill application
    f. Preparation for class

3. The effect of absence on grades

4. Procedures for making up assigned work and tests

5. Other criteria as may be approved by the superintendent and school board

CODE OF DISCIPLINE

GRADES K-12

Acts of Misconduct

These acts of misconduct include those student behaviors which disrupt the orderly educational process in the classroom or on the school grounds including the following:

Level I

1 – 1 Tardiness

1 – 2 Running and/or making excessive noise in the hall or building

1 – 3 Inappropriate personal contact including but not limited to pushing and shoving, inappropriate gestures and public displays of affection, recklessness, or any inappropriate contact which does not result in physical harm, or any additional contact which the principal determines to be in this level.

1 – 4 In an unauthorized area without pass (halls, etc.)

1 – 5 Dress code violation

* 1 – 6 Displaying any behavior which is disruptive to the orderly process of education

**1 – 7 Violation of Board Policy JE – Cell Phone/Electronic Devices

Disciplinary Action

<u>First Violation</u>

Maximum: Administrator-Student-Parent Conference

Repeated or Flagrant Violation

Maximum: 3 days In-School Suspension or 1 day Out-of-School Suspension

** Board Policy "JE – Cell Phone/Electronic Devices" states cell phones/electronic communication devices are allowed to be possessed only inside a Yondr pouch. For violation of board policy, the following consequences will be administered:

First Offense: The first time a student fails to bring Yondr pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of electronic devices and a parent contact. A parent may pick up the confiscated device during normal school hours.

Second Offense: The second time a student fails to bring their Yondr Pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of the electronic devices, and a mandatory in-person parent conference. Devices will be returned to parents at the parent conference.

Third Offense: The third time a student fails to bring their Yondr Pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of the electronic devices, a call to parents, and the student will be assigned to three days of in-school suspension. The parent will be able to pick up the confiscated devices during normal school hours.

Fourth Offense: The fourth time a student fails to bring their Yondr Pouch or is caught with electronic devices not properly secured inside their pouch will result in confiscation of the electronic devices, a call to parents, and the student will receive a two-day out of school suspension. The parent will be able to pick up the confiscated devices during normal school hours.

Fifth Offense: Upon the fifth violation of this policy, the student will be immediately suspended from school and go before the discipline committee for habitually violating school policy.

*Any student who is found to be in violation of the policy and refuses to turn over a device will immediately be suspended from school for a minimum of two days.

Level II

2 – 1 Leaving the school grounds without permission/Skipping class

2 – 2 Insubordination - refusal to follow written or verbal school rules after receiving specific directions from a person in authority including, but not limited to breaking school or classroom rules, failure to respond to staff request, refusal to complete assigned task, or exhibiting disrespect towards adults.

2 – 3 Exhibiting any hostile physical or verbal actions
2 – 4 Gambling

*2 – 5 Violation of Board Policy JCDAA – Use of Tobacco and Smoking Devices

Disciplinary Action

First Violation

Maximum: 5 days In-School Suspension or 3 days Out-of-School Suspension

Repeated or Flagrant Violation

Maximum: 8 days In-School Suspension or 5 days Out-of-School Suspension

* Board Policy "JCDAA – Use of Tobacco and Smoking Devices" states any student found using or in possession of any tobacco product or electronic cigarette/vaping device is in violation of this policy and will receive the following consequences:

On Campus or Campus Activity

First offense: Parent conference, mandatory completion of anti-smoking course, and five (5) days of In-School Suspension
Second offense: Parent conference and three (3) days of out-of-school suspension.

Third offense: Referral to district discipline committee for consequences that may include out-of- school suspension, alternative school, or expulsion.

Possession or Use on the School Bus

First Offense: Parent conference and ten (10) day suspension of all school bus privileges.
Second Offense: Parent conference and twenty (20) day suspension of all school bus privileges.
Third Offense: Referral to district discipline committee for consequences that may include long-term suspension of bus privileges, out-of-school suspension, alternative school, or expulsion.

Level III

3 – 1 Theft of personal and/or school property

3 – 2 Acts which threaten the safety and well-being of students and/or staff: engaging in any behavior (by word or act) that encourages, incites, or instigates threatening or aggressive acts which can create the risk of harm to another person.

3 – 3 Extortion- use of intimidation, coercion or force

*3 – 4 Vandalism/destruction of personal and/or school property

3 – 5 Using profane, obscene, indecent, immoral, or offensive language and/or gestures towards other students.

3 – 6 Inappropriate Sexual conduct such as improper language or touching

Disciplinary Action

First Violation

Maximum: 7 days In-School Suspension or 5 days Out-of-School Suspension

Repeated or Flagrant Violation

Maximum: 10 days In-School Suspension or 7 days Out-of-School Suspension

* For theft or vandalism, restitution may be required regardless of other punishment

Level IV

4 – 1 Fighting
4 – 2 Directing profanity, vulgar or threatening language, and/or obscene gestures toward a staff member.

First Violation
Minimum/Maximum: Out-of-School Suspension 5 days, unless unequivocal evidence of a lesser aggressor or student is Grade K-4

Repeated or Flagrant Violation
Maximum: 10 day OSS and recommendation to District Discipline Committee

A third fight will result in an automatic recommendation to the District Discipline Committee for consideration of expulsion

Level V

5 – 1 Possession, use or under the influence of alcohol, synthetic drugs, counterfeit drugs, illegal drugs, narcotics, controlled substance(s) or paraphernalia.

5 – 2 Assault on a school employee. Assault is defined as purposely or recklessly causing or attempting to cause bodily injury (including pain or discomfort) to another.

5 - 3 Participating in sexual activity including but not limited to sexual intercourse, sexual contact or exposing intimate body parts while attending a school-sponsored or school-related activity on or off school property or the distribution, including electronically, of sexually explicit images of other students

5 – 4 Possession and/or use of a weapon as defined in MS CODE § 97-37-17. Weapons possession on educational property. The definition of weapon for the sake of this policy also includes any instrument used as a weapon which is capable of causing death or serious physical injury. Also, any toy or look-alike weapon that looks enough like an authentic weapon to be reasonably mistaken as authentic. Examples of weapons include, but are not limited to guns, rifles, pistols, toy guns (including paintball or splat guns), knives, toy knives, craft knives, utility tools, scissors, air or gas operated weapons, AirSoft pistols, BB guns, air rifle, air pistol, daggers, slingshots, razors, dynamite cartridges, bombs, grenades, mines, etc.
5 – 5 Gang activity which initiates, promotes, or advocates activities that threaten the safety or well-being of persons or property on school grounds or which disrupts the school environment are harmful to the educational process (See Policy JCBB)
5- 6 Premeditated threat that creates substantial disruption to the school day

Disciplinary Action

Minimum: Automatic recommendation to Disciplinary Committee for consideration of Disciplinary actions, including up to expulsion for 1 calendar year. In addition to these penalties, provisions of the Mississippi Criminal Code are applicable to illegal behavior. Principals are required to report illegal activities to the police. Students committing any crime or involved with any criminal behavior are subject to arrest by local law enforcement.

Smoke Free Facilities

Marshall County Schools and Property are smoke free facilities. Any student found using or in possession of any tobacco product or electronic cigarette/vaping device are in violation of this policy.

Consequences for this policy are as follows:

On Campus or Campus Activity

- 1st offense - Parent conference , mandatory completion of anti-smoking course, and five (5)days of in school suspension
- 2nd offense -Parent conference and three (3) days out of school suspension
- 3rd offense - Referral to district discipline committee for consequences that may include out-of-school suspension, alternative school, or expulsion.

Possession or Use on the School Bus

- 1st offense: Parent conference and ten (10) day suspension of all school bus privileges.
- 2nd offense: Parent conference and twenty (20) day suspension of all school bus privileges.
- 3rd offense: Referral to district discipline committee for consequences that may include long-term suspension of bus privileges, out-of-school suspension, alternative school, or expulsion.

Any student in any school who possesses any controlled substance in violation of the Uniform Controlled Substances Law, a knife, handgun, other firearm, or any other instrument considered to be dangerous and capable of causing bodily harm or who commits a violent act on school property shall be suspended immediately and recommended to a district discipline committee.

It should be kept in mind that the primary responsibility of conduct rests with the student and parent. However, administrators and teachers shall hold students to strict account for disorderly conduct at school or any school function, to and from school, on the playground, or any place under school supervision. Teachers and administrators have the power to discipline any and all students in a reasonable and acceptable manner.

The superintendent or principal is authorized to institute appropriate disciplinary action, including immediate suspension if warranted, on any student for disorderly conduct or misconduct of any nature.

“The superintendent of a school district and the principal of a school shall have the power to suspend a pupil for good cause or for any other reason for which the pupil might be suspended, dismissed, or expelled by the board of trustees. Such action by the superintendent or principal shall be subject to review by and with the approval or disapproval of the board of trustees.” (MS Code – Section 37-9-71)

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

Students with disabilities are subject to school board policy, state policy and federal rules and regulations concerning discipline. HB 1182, amended section 37-11-57, MS Code of 1972, prohibits the use of corporal punishment in public schools to discipline a student with a disability who has an IEP or a Section 504 plan. Except in the case of excessive force or cruel and unusual punishment, a teacher, principal, or assistant principal shall not be civilly or criminally liable for any action carried out in conformity with state or federal law or rules or regulations of the State Board of Education or the local school board regarding the control, discipline, suspension and expulsion of students. No teacher, principal or assistant principal so acting shall be named as an individual defendant or be held liable in a suit for civil damages alleged to have been suffered by a student as a result of the administration of corporal punishment, unless the court determines that the teacher, principal or assistant principal acted in bad faith or with malicious purpose or in a manner exhibiting a wanton and not willful disregard of human rights or safety. **(JDB)**

Parental Responsibilities (Policy JCD2)

A parent, guardian or custodian of a compulsory-school-age child enrolled in this District:

1. Shall be responsible financially for his or her minor child's destructive acts against school property or persons.
2. May be requested to appear at school by the school attendance officer or an appropriate school official, for a conference regarding the destructive acts of their child, or for any other discipline conference regarding the acts of the child.
3. Who refuses or willfully fails to attend such discipline conference specified in paragraph (b) of this section may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference; and
4. Shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.
5. Who (a) fails to attend a discipline conference to which such parent, guardian or custodian has been summoned under the provisions of this section, or (b) refuses or willfully fails to perform any other duties imposed upon him or her under the law shall be guilty of a misdemeanor and, upon conviction, shall be fined not to exceed an amount as provided by law.

This District shall be entitled to recover damages in an amount not to exceed an amount as provided by law, plus necessary court costs, from the parents of any minor (7-17) who maliciously and willfully damages or destroys property belonging to this school district. However, this section shall not apply to parents whose parental control of such a child has been removed by court order or decree.

Bus Discipline (Policy JCDAD)

Bus/Transportation Changes

Students will not be allowed to change bus routes/ride a bus without approval by the principal. Approval will be granted only in case of an emergency, and emergency changes will only be approved for a maximum of two days at a time . Approval to be transported to another residence beside the one on file requires approval by the MCSD

Director of Transportation and will require the transportation address to be updated in the Student Information System. An approved transportation address will be the student's permanent drop-off location; students will not be permitted to regularly switch between drop-off locations throughout the school year due to limited transportation resources.
Bus discipline rights to ride a school bus is contingent upon good conduct.

While on the Bus:

- The driver is in full charge of the bus and the students. Students shall comply fully and promptly with the driver's instructions and without arguing viewpoints.
- Upon boarding the bus, students shall immediately be seated and remain in that seat for the remainder of the route, unless given permission by the driver to change seats.
- The driver may assign seats on the bus, and students shall sit in their assigned seat.
- Students shall be courteous to the driver and to fellow students.
- Students shall not mark on, damage, or otherwise deface the bus.
- Students are not to tamper with mechanical equipment, accessories, or control of the bus.
- Students are to refrain from loud talking, excessive noise, and unnecessary movement, which can divert the driver's attention and may result in an accident.
- Students shall assist in keeping the bus safe and clean at all times.
- Students are not to throw litter of any kind on the floor of the bus, as a bag or box is provided for trash.
- Students shall keep all body parts and clothing inside the bus at all times.
- Students shall never leave the bus through the rear door, except during an emergency situation.
- The driver will not let students off the bus at places other than the regular bus stop, at home or at school unless by authorizations of the parent or school official.
- In case of a road emergency involving the bus, or the bus and another vehicle, the students are to remain in the bus, unless given other instructions by the driver.

The following improper behavior can result in suspension of riding privileges and suspension from school: Unless stated otherwise, Level 1 - 4 behavior on the bus will result in disciplinary action on the bus only.

- Insolence, not following driver's instructions, vulgar actions or gestures, obscene or profane language, fighting, punching, shoving, other disruptive and disturbing actions, and possession of unacceptable items (radios, lighters, matches, cell phones, etc.).
- Possession or use of tobacco products.
- Throwing articles or objects in or from the bus.
- Blocking the aisle in any matter.
- Occupying more space in a seat than is needed, and refusing to allow another passenger to sit down.
- Sexual harassment in any form, including but not limited to words, gestures, or actions
- Any form of sexual activity, whether consented by all parties involved or not.
- Disrespect toward the bus driver or other students
- Should the conduct of a student on the bus endanger the safety and welfare of other individuals, and the offending student fails to cease such conduct when requested to do so by the driver, it shall be the duty of the driver to report to the principal of the school the student attends as soon as possible.
- Students shall not have in their possession any weapons, fireworks, glass containers, live animals, water guns, squirt bottles, or helium filled balloons.
- Eating and drinking are prohibited on the bus.
- Students are to remain in their seats until the bus has come to a complete stop before

standing, entering the aisle and attempting to leave the bus at school or at their bus stop.

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Bus Discipline Measures: In order to be uniform district-wide in disciplinary action related to student misbehavior on a school bus, the following actions will be taken:

1. 1st Offense - Warning
2. 2nd Offense - Three (3) days off of the bus
3. 3rd Offense - Five (5) days off of the bus
4. 4th Offense - Ten (10) days off of the bus
5. 5th Offense - Twenty (20) days off of the bus

Any offense occurring for the 6th time or more during one academic school year may result in the student being suspended from the bus for the remainder of the school year.

If the behavior is severe and jeopardizes the safety and welfare of the student and/or other students, suspension can occur with the first offense and be immediate.

Student Automobile Regulations (JGFF)

- Students are to park in areas designated for student parking.
- Students may not go to their car during the school day without permission from the principal.
- Students park at their own risk. The school is not responsible for theft or damage to the car.
- The school reserves the right to search any student's car.
- Vehicles will remain parked during the school day unless permission is granted by the principal to move them.
- Violations will result in disciplinary actions and/or loss of privileges.
- Vehicles may be used only for transportation purposes to and from school and shall not be operated during the school day.

Automobile privileges may be revoked by the school administration for violation of school or district policies.

Student Harassment and Intimidation (Bullying) Policy (Policy JB, JDDA, JCBEA)

It is the policy of the Marshall County School District that no student or employee shall suffer harassment or bullying of any type, including sexual harassment.

See Appendix A for Complaint form

Restraint Policy (JCBA)

CITE: Section 37-9-69; Section 37-11-57 of the Mississippi State Code of 1972, annotated in accordance with the above referenced legislation, it is recognized that instructional and other staff may be called upon to intercede in situations wherein students may be displaying physically violent behavior or non-compliant behavior. The Marshall County School District prohibits the use of excessive force, or cruel and unusual punishment regarding student management. Staff may, however, use restraint techniques to control and restrain a student when there is a reasonable belief that a serious situation exists such as, but not limited to, one of the following circumstances.

1. The student is a danger to himself.
2. The student is a danger to others.

Sexual Harassment Procedures (Policy JB, JB-P)

Employees and students in the Marshall County School District are protected from sexual discrimination, including sexual harassment, by Title IX of the Education Amendment of 1972 to the Civil Rights Act. It is the intent of the Board to maintain an environment free from sexual harassment of any kind. Therefore, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited.

Each employee in the district is a mandatory reporter of child abuse. The district will respond whenever any employee has notice of sexual harassment, including allegations of sexual harassment.

The district will ensure reasonable prompt timeframes are met for the completion of the grievance process, this includes filing and resolving appeals while accounting for delays such as law enforcement involvement, absence of a witness, party, etc. with written notice to both parties explaining the reasons for delay.

General Response

The district will respond promptly to actual knowledge of sexual harassment in an educational program or activity in a manner that is not deliberately indifferent. The records should reflect that the district's response was not deliberately indifferent and that measures were taken to restore or preserve equal access to the educational program or activity. The district will treat complainants and respondents equitably by:

1. Offering supportive measures to a complainant, and
2. Following a grievance process before imposing any disciplinary sanctions on a respondent.

The Title IX Coordinator is required to contact the complainant promptly, even if a formal complaint has not been filed, to:

1. Discuss the availability of supportive measures,
2. Consider the complainant's wishes regarding supportive measures,
3. Inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and
4. Explain the process for filing a formal complaint.

The district will provide the equitable treatment of the parties which includes:

1. Providing remedies to a complainant after a determination of responsibility against a respondent, and
2. Following a grievance process before imposing any disciplinary sanctions or other actions that are not supportive measures.
3. Remedies may include supportive measures but may also include punishing the respondent.

Informal Resolution

At any point during the formal complaint process, the district may offer to facilitate an informal process that does not require a full investigation as long as both parties receive written notice of their rights and the parties provide written, voluntary consent.

The district will ensure that no conflict of interest exists against a complainant or respondent by the Title IX Coordinator, investigator, decision-maker or any person designated to facilitate an informal process.

1. These individuals will be trained on the definition of sexual harassment, the scope of the district's program or activity, how to conduct an investigation and grievance process, hearings, appeals, and informal processes.
2. Investigators will be trained on how to prepare an investigation report.
3. Decision-makers will be trained on issues of evidence and questioning.

No offer can be made to facilitate an informal resolution process unless a formal complaint has been filed.

No offer can be made for an informal resolution in the context of a complaint alleging that an employee harassed a student.

Formal Complaint Process

- For all formal complaints, a preponderance of the evidence standard will be used.
- The complainant may file a formal complaint with the Title IX Coordinator by any method made available by the district. At the time of filing, the complainant must be participating in or attempting to participate in the educational program or activity of the educational institution. The Title IX Coordinator may sign a complaint which would trigger an investigation, however, this does not make the Title IX Coordinator a part in the grievance process. A formal grievance procedure in some cases may need to be implemented over the complainant's objection. Even if the complainant is not a willing participant in the investigation, the complainant will be informed of supportive measures and will be provided written notice of the steps in the grievance procedure.
- No hearing is required. School officials may determine that hearings will be held in certain circumstances. With or without a hearing, the district will provide each party the opportunity to submit, after completion of the investigative report, written, relevant questions that the party wants asked of another party or witness, provide each party with the answers, and provide for limited follow-up questions. No evidence or questions will be allowed that constitute or seek legally privileged information, unless that privilege is waived.

The district will:

1. Ensure that the burden of proof and gathering evidence rests on the district rather than the parties
2. Provide an equal opportunity for the parties to present witnesses and evidence.
3. Not restrict either party's ability to discuss the allegations or gather and present evidence.
4. Provide the same opportunity to have others present during interviews or other proceedings, including an advisor.
5. Provide written notice, to a party who is invited or expected to attend, the date, time, participants, purpose, and location of any investigative interview or other meeting with enough time to allow the party to prepare or participate.
6. Provide both parties and their advisors, if any, an equal opportunity to review all evidence that is directly related to the allegations in the formal complaint, including evidence on which the educational institution does not intend to rely and any exculpatory or inculpatory evidence from any source; must be provided prior to the completion of the final investigative report and in time to give

the parties at least ten (10) days to prepare a written response, which investigator must consider before completing the investigation report.

7. Prepare a written investigation report that fairly summarizes the relevant evidence and provide the report to the parties and their advisors at least ten (10) days before a determination of responsibility.

The district will also provide written notice to all known parties upon receipt of a formal complaint in sufficient time to give the respondent time to prepare a response before an initial interview. Notice will include the following:

1. Notice of the grievance process, including any informal resolution process.
2. Notice of the allegations with sufficient detail to allow the respondent to prepare a response (names, dates, conduct, location, etc.)
3. A statement that the respondent is presumed not responsible for the conduct and responsibility will be determined at the conclusion of the grievance process.
4. Notice of the parties' right to have an advisor (may be an attorney) and to inspect and review evidence.
5. Notice of any provision in the code of conduct that prohibits knowingly making false statements or providing false information.

Appeal

The district will offer both parties the right to appeal a determination of responsibility and the district 's dismissal of a complaint or any allegations for the following:

1. A procedural irregularity that affected the outcome
2. New evidence that was not reasonably available at the time of the determination and could affect the outcome, or
3. Conflict of interest on the part of the Title IX Coordinator, investigator, or decision-maker that affected the outcome.

The district will ensure that any appeal process is conducted in a timely manner and that the appeal decision-maker is free from any bias or conflicts of interest.

The decision-maker cannot be the investigator or the Title IX Coordinator. The decision-maker must issue a written determination of responsibility that:

1. Identifies the allegations that potentially constitute sexual harassment
2. Describes the district's procedural steps taken from the receipt of the complaint to the determination
3. Includes findings of fact supporting the determination
4. Includes conclusions regarding application of the code of conduct to the facts
5. Includes a statement of, and a rationale for, the result as to each allegation, including a determination of responsibility, any disciplinary sanctions, and whether remedies to restore or preserve equal access to the district's program or activity will be provided to the complainant, and
6. Includes procedures for appeals.

The district will issue a written decision describing the result of the appeal and the rationale for the result. The district will also ensure that written notice is provided to both parties of the appeal and provide both parties an equal opportunity to submit a written statement in support of, or challenging, the determination. A written statement will be provided to both parties simultaneously.

Respondent

A presumption will be given to the respondent that he/she is not responsible for the alleged conduct until a determination has been made at the conclusion of the grievance process. The district will objectively evaluate all available evidence without making credibility determinations based on a party's status as a complainant, respondent, or witness.

Title IX regulations allow the district to immediately remove a respondent from the education program or activity on an emergency basis if:

1. The district conducts an individualized safety and risk analysis, and
2. Determines that an emergency removal is necessary to protect a student or other individual from an immediate threat to physical health or safety
3. The district must provide the respondent with notice and an opportunity to challenge the decision immediately after removal.

Consolidation

Where allegations arise out of the same facts or circumstances, formal complaints can be consolidated against more than one respondent, by more than one complainant against one or more respondents, or by one party against another party.

Employee Harassment and Intimidation Policy (JCBEA and GAEA)

No student is to ever inappropriately touch, verbally harass, curse, use vulgarity towards, or attempt to intimidate a school employee. Any student who violates this policy will be automatically suspended and will be brought before the Marshall County School Board to determine consequences; a minimum three-day suspension will be imposed.

Further, no student or parent is to insult, verbally harass, and physically touch with intent to harm or intimidate a school employee in accordance with Mississippi Code 37-11-21. According to this law, any parent, guardian or other person (students included) that insults or abuses, in any way, a government employee (including school government employees) will be subjected to suspension, expulsion, campus or activity banishment and legal consequences. Further, no parent or student is to disrupt or hinder any learning process or school activity by inappropriate actions. The purpose of this law is to protect innocent parties, teach respect for policy and decisions made by authoritative figures and to ensure the creation of a positive academic environment.

Breach of Rules and Misconduct

Acts that could warrant being referred to the Marshall County School Board are as follows:

- Plotting or threatening to harm a teacher, student or other school employee. Any person found to be involved in such an incident will be severely disciplined. Refer to the section title Harassment and Bullying as a cross reference to this policy.
- Violating or disobeying the law or city ordinances which include, but are not limited to the following: assault, assault and battery or threatening to assault. The school's administration will take action in such cases in an effort to protect the victim and maintain order at the school site, as required by state law. To clarify, any act that is committed in the community that would adversely affect the normal school process falls under the guise of this policy.
- Disrupting or conspiring to disrupt the normal operation of the school day, a class, a school bus and its route operation, a school sponsored activity and any event-taking place on school premises that could be considered harmful, dangerous, or could have a negative impact on the school or school districts reputation. (JCBE)
- Fighting or provoking a fight.

- Students serving suspensions will not be allowed to participate in or attend any school activity (whether on or off campus) or function. It is to the discretion of the principal as to whether a student serving in ISS may attend or participate in after school activities, based on the offense.

The aforementioned actions that breach school policy are serious offenses. The discretion of the principal and his/her administrative staff will determine the consequences for such actions (unless otherwise specifically noted in this handbook) and based upon the severity of the offense. Actions may include a required threat assessment conducted by a qualified mental health agency before a student is allowed to return to school.

No student, while under investigation (charges filed) or indictment for a felony offense may participate in or attend school or school activities. If the indictment is investigated and determined to be true, students may be temporarily or indefinitely suspended, expelled, or placed in an alternate setting at the discretion of the superintendent and/or his designee based on the severity of the offense.

Fighting and Related Activity (**Policy JCBE**)
A fight is defined as any violent physical contact between two or more persons, which is intended to cause, or intentionally cause serious bodily harm or injury. If the physical contact is made knowingly and on purpose of sufficient force or character to cause serious bodily harm or injury, then intent is established regardless of whether the harm or injury actually results and irrespective of whether the particular resulting harm of injury was intended or not. The determination of intent of serious bodily injury or harm shall be made in the sound judgment and discretion of the principal or designated school official.

A fight may also be defined as any boisterous, verbal confrontation in which both parties are threatening to fight, cursing and/or yelling at one another loudly in a manner in which the normal school process is disrupted or refusing to calm down when asked to do so by school employees. In such instances, school officials must assume that the student's actions and verbal calls are serious in an effort to maintain school order and protect the safety of other students and staff.

Each person who engages in a fight is guilty of a breach of the rules against fighting, regardless of who initiated the confrontation or the violence. Initiation and acceleration of a fight will be considered by school officials when imposing punishment, but these are NOT factors in determining whether or not a person is guilty of fighting. If one engages in a physical confrontation, then one is guilty of fighting.

Self-defense is defined as the use of an appropriate, reasonable defense mechanism *to remove oneself* from a physical encounter when there is no reasonable avenue of escape or means of avoidance. Self-defense is not an excuse to fight. Self-defense simply means making an effort to avoid physical harm and exiting from the situation at hand. Administrators will carefully review self-defense acclimations when considering disciplinary actions.

An assault is defined as the attempt to cause, knowingly or recklessly, bodily injury to another person via physical actions, the use of actual weapons or the use of items as weapons. Negligence on the part of any individual that causes harm to another person is always considered assault by law.

Special note: Elementary principals may use their discretion concerning fighting and its related activities based on their determination of the severity of the situation.

- Appropriate consequences in regards to law enforcement will be determined by the schools' administration.
- Parents and guardians will be contacted by the schools administration to inform them of the consequences levied for these student actions.
- The student who is considered the aggressor (if this can be determined) will receive an automatic five (5) day suspension from school. The lesser aggressor (if this can be determined) will receive suspension

days based on the discretion of the school's principal, BUT the student will be suspended. It must be unequivocally proven that a student was truly acting in self-defense (refer to the previously stated definition) in order for a student not to be punished. In the event that no aggressor and lesser aggressor can be determined, both students will receive an automatic five (5) day suspension from school.

- Three offenses for fighting or activities related to fighting or any other serious offense can result in an expulsion as determined by MS Code 37-11-18 dealing with "habitual misbehaviors" and in relation to Mississippi School Safety policies. Further and in conjunction with this law, a pattern of fighting, assaults, verbal confrontation, and/or harassment can be immediately dealt with by the school or the district administration for the safety of the student body as a whole.
- Any student who refuses to stop fighting, whether it be a physical or verbal confrontation, after school employees have told them to stop will be given an automatic five (5) day suspension.
- Further, any student who injures an employee during an altercation will receive the ten (10) day suspension and will have charges filed in accordance with MS Code 97-3-7. Students who injure an employee will be referred to the MCSD school board of education to determine appropriate alternative placement or expulsion. **Students may not willfully disregard authority**.

All decisions in relation to these matters will be based on the available evidence obtained by school administrators. Students must learn that fighting is not the acceptable avenue for solving problems in society.

Sexting and Social Media

Sexting means sending, forwarding, displaying, retaining, storing or posting sexually explicit, lewd, indecent, or pornographic images or messages on any electronic device during school hours or at any school activity (home or away). Any student utilizing social media of any type to harass or bully a student(s) or employee will be suspended and brought before the school discipline committee and/or the Marshall County School Board. Any student utilizing social media in any other inappropriate capacity at the discretion of the school site principal may be suspended and brought before the Disciplinary Hearing Committee.

Expectations for School Activities/While On or Off School Campus

Anyone attending a school-sponsored event must abide by school and district policies while attending these school functions, activities or events. The rules of conduct within this Parent-Student Handbook for students attending school, school sponsored events or school activities also applies to parents and others. Adults should weigh their actions carefully while attending school functions or events for obvious reasons. The MCSD does not endorse or support inappropriate behavior for students or adults (inclusive of staff) and will take all necessary steps, both externally and/or legally, to ensure proper conduct at its school activities and functions. As a special note, any student suspended or expelled from school is not allowed to attend or participate in any school district function or activity (home or away) whether the activity takes place on the school campus or away from the school campus during the time of the suspension or expulsion. It is to the discretion of the principal as to whether a student serving in ISS may attend or participate in after school activities, based on the offense.

Clear Bags at School-Sponsored Activities

In the interest of enhancing existing security measures at all designated athletic events and activities on district property, a clear bag policy is in effect beginning August 1, 2024. Where possible, patrons are encouraged not to bring a bag of any type to District events, however the following bags are permitted:

Bags that are clear plastic, vinyl or PVC, that do not exceed 12 x 6 x 15 inches
One-gallon clear plastic freezer bags (Ziploc bag or similar); and
Small clutch bags, with or without a handle or strap that do not exceed 4.5" x 6.5"

An exception will be made for medically necessary items after proper inspection at a gate designated for this purpose.Prohibited bags include but are not limited to: purses larger than a clutch bag; briefcases; backpacks,

cinch bags, and fanny packs that are not clear and/or exceed the size restriction; luggage of any kind; computer bags/cases; camera bags/cases; binocular bags/cases or any bag larger than the permissible size.This policy pertains to bags and is not an all-inclusive list of items that are prohibited from being taken into any Marshall County School District venue.Any person or bag is subject to being searched at the discretion of District staff including the use of metal detection or wands. District staff may refuse entry into the event.

Alternative Learning Center (ALC)

The Marshall County School District provides an alternative learning center in accordance with state mandates. Students may be referred for placement in the ALC by the District's Superintendent of Education, disciplinary committee, and/or the Marshall County School Board of Education when the student's principal deems other avenues of correcting behavior have not been successful, when academic deficiencies are not curtailed by intervention or when placement is immediately warranted based on school board policy. The ALC is the final step prior to expulsion in concert with behavioral issues, *unless expulsion is the appropriate consequence for a student's particular behavior in accordance with school board policy and/or state and federal law*. A system is utilized by the ALC staff to determine progress of a student's behavior and/or academic progress and appropriate readmission dates into their designated school sites. Students assigned to the ALC for behavioral reasons will not be allowed to participate in or attend any school district activity or function, home or away. Violations could result in expulsion.

SAFETY

Safety is one of the primary goals of the Marshall County School District. It is the responsibility of all individuals to maintain an environment that promotes safety. Students have the responsibility to maintain a workspace that is conducive to learning and that promotes safety.

Weapons (Policy JCBH/JCDAE)

Weapons, Dangerous Objects, Etc. (Grades 7-12)

It is the strict policy of the Marshall County School Board that no student shall bring on the school grounds or properties during school hours or during school functions or athletic events any weapon or objects the design of which could inflict bodily harm, pain or injury to another student or individual. Any student found in possession of any such articles, devices or objects on the school grounds during school hours, school functions, or athletic events shall be suspended and recommended to a district discipline committee. The sheriff/police will be called for appropriate legal consequences. Parents will be notified. Mississippi Law governs weapons possession, which notes that school districts are to have a "ZERO TOLERANCE POLICY" concerning weapons and dangerous objects. However, the MCSD's School Board of Education complies with the Colvin vs. Lowndes County, MS, School District (114 E Supp. 2d. 504, 512 Northern District) decision ensuring we do not initiate any blanket policy of expulsion precluding an independent consideration of all of the relevant facts and circumstances of each particular occurrence. Further, the Superintendent of the MCSD, as with any offense, shall have the power to modify the terms of disciplinary actions, including expulsions, on a case by case basis after having looked at all the relevant circumstances and factors.

Weapons, Dangerous Objects, Etc. (Grades K-6)

Students in grades kindergarten through six, when found to be in possession of a weapon, other than a firearm, and said student does NOT expose or show action to use the weapon in a threatening manner will be recommended to the disciplinary committee. In the event the weapon is a firearm or it is determined that the weapon the student possesses was brought to school with the intent to inflict harm, the student will be recommended to a district disciplinary committee.

Drones

The Federal Aviation Administration (FAA) is responsible for regulating the use of Unmanned Aircraft Systems (UAS) as specified under Public Law (PL) 112-95, FAA Modernization and Reform Act of 2012; Chapter 447 of Title 49 of the United States Code (49 U. S. C.); 49 U. S. C. & 40101; and Title 14 of the Code of Federal Regulations (14 CFR) parts 1 and 1.1.

Understanding that airborne UAS/drones poses a safety hazard, the Marshall County School District forbids anyone from flying a drone or any remote-controlled aircraft in the skies over any of its school campuses or school properties, including, but not limited to individual schools within the district, football stadiums, and athletic fields without authorization from the FAA.

The superintendent or his/her designee shall report any unauthorized operation of UAS/drones over school property to law enforcement authorities and/or the FAA.

Any person violating this policy could be subject to immediate removal from school property and could be banished from school property. Violators will also be reported to appropriate law enforcement to include the FAA.
Any student violating this policy shall be dealt with according to the district's "student code of conduct." Any school district employee violating this policy shall be subject to formal disciplinary action.

Safety Drills (Policy EBB)

Each school has developed a "School Crisis Management Plan". Students will be taught proper safety procedures and other drills for specific situations will be conducted at regular intervals throughout the school year.

Searches (Policy JCDA)

School administration may search students' book bags, telecommunication devices, electronic devices, vehicles of transport, person, locker or any other possession of a student if there is reasonable suspicion that a student possesses any artifact that violates school policy and/or endangers the well-being of the student body or staff.

Gang Activity (Policy JCBB)

It is unlawful in the State of Mississippi to organize fraternities, sororities, or secret societies (gangs) in the public high schools; for a public school student to be a member of such organizations; and to solicit student membership in such organizations. Students in violation of this policy are subject to a Disciplinary Hearing, including consequences up to expulsion.

Gang activity which initiates, promotes, or advocates activities that threaten the safety or well-being of persons or property on school grounds or which disrupts the school environment are harmful to the educational process.

UNIFORM POLICY (Policy JCDB)

Dress Code – Uniform Policy

The Marshall County School District has implemented a mandatory uniform policy for all students attending the Marshall County School District. The MCSD officials have an important and substantial interest in creating an appropriate learning atmosphere and must regulate the learning environment. *It is important for parents and students to note that the principal and his/her administrative staff have the final say, in accordance with school board policy, as to whether an article of clothing, accessory to clothing, hairstyle or bodily attachment is or is not permissible.*

In conjunction with the school district's uniform policy, the following are basic guidelines that must be adhered to, but are not inclusive of all dress code rules set in place by the Marshall County School Board:

- Prohibited items: medallions, large chains, combs, picks, rollers, items with sharp points, body piercings, (except for ears), fake teeth coverings, or other items that could cause harm to others.
- Clothing must represent a normal and standard fit for the student's body size. No sagging pants (below waist). No excessively tight clothing nor clothes that are revealing may be worn at school or at school activities. Undergarments are to be completely covered at all times, whether at school or at school sponsored events. All belt buckles must be standard and contain no images of any type.
- Head coverings of any type worn inside the school buildings are prohibited.
- No clothing with offensive or profane writing, or gestures is allowed.
- No clothing may be worn that falsely identifies the person or as a member of security or law enforcement, exposes sensitive or private areas of the body or obscures the wearer's identity.
- Anything noted as gang related may not be worn on a school campus or school activity including, but not limited to bandanas/ "do-rags", hat brims worn to the left, right or backwards, one pant leg rolled up, non-matching socks, shoe tongues hanging out with no laces, jewelry depicting weapons/drugs/paraphernalia/explicit activity, baggy or over-sized pants/shorts and shirts, exposed undergarments, statements/logos/writing/hand signs/gestures which are commonly associated with gang culture.

The Marshall County School District recognizes that the way students dress can affect their behavior. Research has shown that schools with a uniform dress code have fewer discipline problems and higher academic achievement. Therefore, the Board endorses students in grades K-12 to participate in the Marshall County School Uniform Program. School students can be easily identified by the colors they will be wearing. This assists the school with safeguarding your child. Any discrepancies will be left up to the principal. School colors are as follows:

School	Pants	Shirts
Byhalia High School	Khaki or Dark Blue	Navy, Red, or White
Byhalia Elementary/Middle School	Khaki or Dark Blue	Navy, Red, or White
Galena School	Khaki or Dark Blue	Maroon, Yellow/Gold, or White
Potts Camp School	Khaki or Dark Blue	Red or White
Mary Reid School	Khaki or Dark Blue	Red or White
H.W. Byers	Khaki or Dark Blue	Forest Green, Yellow/Gold, or White

Uniform Description	Color
Short/long sleeve button down shirts	School colors as noted
Short/long sleeve polo	School colors as noted
Long pants (poly/cotton twill)	Khaki color or Dark Blue
Jumper (female students only)	Khaki color or Dark Blue
Skirts or skorts (female students only)	Khaki color or Dark Blue

Capris (female students only)	Khaki color or Dark Blue
Shorts/Skorts (K-6 only)	Khaki color or Dark Blue
Cardigan, sweater, sweater vest	School colors as noted
Socks (both socks must match)	Predominantly Solid Color
Belt (Optional K-8; Required 9-12)	Brown or Black

Face covering, such as a mask, can be worn, but not required.

- Sweatshirts must be solid color except for the school logo. This also applies to hooded sweatshirts. Hoods may not be worn inside school buildings as a matter of recognition and safety.
- Athletic shoes, loafers, casual shoes, and boots may be worn.
    - Shoes should cover the entire foot, with a closed toe and a closed back.
    - No shoes should have a heel over one inch.
    - Not permitted: sandals, house shoes, flip-flops, slides, shower shoes. beach shoes, slippers, spiked heels, platform shoes, heels with wheels, or any type of shoe/boot that goes above the knee.
- All blouses/shirts must be free of all decoration or writing
- Blouses/shirts must have a collar
- Hosieries may be worn by female students under appropriate length clothing.
- Pants, skirts, skorts, and shorts must always be worn at the waist.
- Accessories worn under cardigan, sweater and sweater vest or school uniform shirt must be school color or white. Accessories are defined in this instance as mock tees, turtlenecks, button down dress shirts, or school uniform shirt.
- Skirts, skorts and shorts must be knee length. (Shorts are K-6 only.)

Jackets

- Styles: All styles are acceptable except for noted exceptions listed below.
- Notes: Jackets can be no longer than mid-thigh
  Jackets must be predominantly a solid color.
- School letter jackets are allowed

Prohibited:

- Dusters/long coats/trench coats
- Cargo pants
- Over length styles
- Sagging
- Holes, cuts or tears in clothing

Dress code noncompliance will follow the step process listed below for grades K-6:

A. Counseling - first offense
B. Administrative, parent and student conference - second offense
C. In-school suspension - third offense
D. Out-of-school suspension - fourth offense
E. Conference with superintendent (habitual disregard for policy)
F. Referral to district discipline committee (habitual display of clothing with writing-advertisement of alcoholic beverages, drugs, profanity, vulgar language or designs)

Dress code noncompliance will follow the step process listed below for grades 7-12:

A. Administrative, parent and student conference - first offense
B. After-school detention/in-school suspension - second offense

C. Out-of-school suspension - third offense
D. Referral to district discipline committee (habitual display of clothing with writing-advertisement of alcoholic beverages, drugs, profanity, vulgar language or designs)

Athletic Eligibility and Extracurricular Activities (Policy IDF and EGB)

Students will be offered the opportunity to participate in interscholastic athletics and a variety of other extracurricular activities. In order to participate in any activity sponsored by the Mississippi High School Activities Association, the student must meet all eligibility requirements.

For traditional school, students must be present in school at least 63% of a school day in order to participate in an event.

Please see the Athletic Director, Head Coach, or Sponsor for additional eligibility information.

Students participating in any school sponsored activities shall be required to submit a statement signed by the parent indicating that the school is not responsible for injuries sustained during participation in any school sponsored activities. The student shall purchase accident insurance and shall present a statement signed by his/her parent or guardian that the family has coverage. The students shall provide proof of insurance coverage.

Participation in extracurricular activities is voluntary. The school district does not furnish students insurance, nor does it sell insurance or act as an agent for any insurance company or local insurance agency.

Students shall not be allowed to participate in school sponsored activities where there is reasonable risk of injury or death without parent/guardian furnishing a signed statement certifying that health/accident insurance coverage exists on such student.

EPA Notification

The most recent survey by the Environmental Protection Agency on the campuses of the Marshall County School District notes that there is no threat in relation to asbestos posing health problems to our staff or students. In the interest of our school families, the MCSD has on file at each school site an Operation of Management Plan to guarantee that if there were any affected areas that would be managed safely.

Career and Technical Education

Enrollment

No person shall be entitled to enroll in the Marshall County Career & Technical Education Center unless said person is enrolled in the Marshall County School District. Students who refuse to participate in State or National Testing will not be admitted to the Marshall County Career & Technical Education Center for the remainder of their high school career.

Admissions

Students to be in grades 9-12 are eligible to enroll in programs under the Marshall County Career & Technical Education Center. Each student must complete the application process with their school's counselor. The CTE Center will choose students based on program requirements, academics, attendance, and discipline (approved by the CTE director).

Transportation

Bus transportation is provided in accordance with policies of the Marshall County School District; however, students shall be able to drive himself or herself to the Marshall County Career & Technical Center with written permission from their high school principal and Center Director. Permission will only be granted under extreme circumstances.

Activities at Home School

No student is permitted to return to his/her home school for any activity unless he/she is personally involved in that activity and has received prior permission from the high school principal and Center director. All other dismissals will be at the discretion of the Marshall County Career & Technical Center Director. Violations will result in an unexcused absence.

Safety

Each student must adhere to the safety instructions set forth in the individual programs. Students will wear safety equipment as required in laboratory and shop activities. Each student must achieve 100% on the required safety exam for the respective program or the student will not be allowed to remain a participant in the program. If a student has not passed the safety test with 100% mastery after four attempts they will not be allowed in that program of study. Students with IEP's, 504 rulings or ELL rulings will be given the safety tests with their allowable accommodation, however, they must achieve 100% mastery within four attempts just like their peers.

Insurance

Students whose parents have insurance must first file on primary (their) insurance. If their insurance does not pay, they may file on district accident policy. The Marshall County CTE Center cannot be held financially responsible for accidents.

Credit

Two units of credit will be awarded to each student upon successful completion of each year's work. However, all vocational programs contain minimum core objectives which must be completed by all

students. The staff and resource persons will make every effort possible to insure student success. However, students not capable of mastering objectives, or interested in learning a skill, will not receive any vocational credit for the year.

Student Organizations

Students must be a member of their prospective student organization to travel with and/or compete in district, state or national competitions.

Dismissal

Dismissal will follow a bell schedule.

Program Placement

Agriculture and Natural Resources

1. C or higher in science (the previous year)

2. C or higher in English (the previous year)

3. C or higher in mathematics (last course taken, or the instructor can specify the course needed)
4. Instructor approval

Industrial Maintenance

1. C or higher in English (the previous year)

2. C or higher in Math (last course taken or the instructor can specify the math) 3. Instructor Approval and TABE Reading Score (eighth grade or higher) or
4. TABE Reading Score (eighth grade or higher)

or

5. Instructor Approval

Health Sciences

1. C or higher in English (the previous year)

2. C or higher in high school-level math (last course taken or the instructor can specify the level of math instruction needed)
3. Instructor approval and TABE reading score (eighth grade or higher)

or

1. TABE reading and math score (eighth grade or higher)

2. Instructor approval

or

1. Instructor approval

Information Technology

1. C or higher in pre-algebra

or

2. TABE math computation and TABE math applied score (eighth grade or higher) or
3. Instructor approval and TABE reading score (eighth grade or higher)

ED Prep (Teacher Academy)

1. C or higher in English (the previous year)
2. C or higher in mathematics (last course taken or the instructor can specify) 3. Instructor approval and TABE reading score (eighth grade or higher) 4. No more than two discipline referrals (the previous year)
5. 90% attendance rate (the previous year)

or

1. TABE reading score (eighth grade or higher)
2. Instructor approval

or

1. Instructor approval

Non-Discrimination Clause

Marshall County CTE Center, in accordance with Marshall County School District policy, will not discriminate on the basis of sex, race, handicap, religion or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any other program or activity operated by the Marshall County Schools. The following office has been designated to handle inquiries and complaints regarding the non-discrimination policies of the Marshall County School District:

Dr. Carrie Skelton, Superintendent

122 S. Spring Street

Holly Springs, MS 38635

(662) 252-4271

Mission

Marshall County CTE Center's mission is to equip students with skills necessary to thrive in their chosen career paths through high-quality instruction, experiential learning, and industry certifications.

Appendix A

Marshall County School District

"Bullying/Harassment"
Behavioral Complaint Form

All reports should be filed immediately or within five days of the incident, with the Principal.
Complaints against the principal shall be filed with the Superintendent. Complaints against the Superintendent shall be filed with the school board chairman.

Person reporting the
"Bullying/Harassment":_____

Date of the incident: _____/_____/_____ Time of the incident: _____

Type of Bullying being Reported:
_____ Physical _____Emotional _____Verbal _____Electronic _____Written

Description of incident involving bullying or harassment:
_____
_____
_____
_____

Name(s) of the person(s) responsible for the bullying or harassment:

1. _____
2. _____
3. _____

Name(s) of the Victim(s) of the bullying or harassment:

1. _____
2. _____
3. _____

Name(s) of witnesses of the bullying or harassment:

1. _____
2. _____
3. _____

Other information that may be pertinent to the investigation of this report:

_____
_____
_____
_____
_____

----------FOR OFFICE USE ONLY BELOW THIS LINE----------

Date Received: _____/_____/_____

Received
by: _____

Name/Title:_____

Immediate Action Taken:
_____

Date Action was Taken: _____/_____/_____