

Student & Parent Handbook



MOSS POINT SCHOOL DISTRICT

CHALLENGE. ACHIEVE. SUCCEED.

2019 – 2020

MPSD | 2019-2020 ACADEMIC CALENDAR

Board Approval April 9, 2019

4 Independence Day
9 – Board Meeting / Budget Hearing
16 – 18 Registration

JULY 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2 – 3 Teacher Work Day
6 – Students Return - First Day of 2nd Semester
7 – Report Cards
14 – Board Meeting
20 MLK Holiday

1, 2, 5, 6 Teacher Work Day
7 – Students Return - First Day of 1st Semester
13 – Board Meeting

AUGUST 2019						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

11 – Board Meeting
19 – Progress Reports
24 – 26 Mardi Gras (Students and Staff)
24 & 26 – Weather Make – Up Day

2 Labor Day Holiday (Students and Staff)
10 – Board Meeting
11 – Progress Reports

SEPTEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

10 – Board Meeting
17 – Report Cards

8 – Board Meeting
11 – Homecoming
14 – 15 Fall Break (Students and Staff)
16 – Report Cards

OCTOBER 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6 – 10 Spring Break (Students and Staff)
21 – Board Meeting
23 – Progress Reports
6 – 7 Weather Make – Up Days

12 – Board Meeting
13 – Progress Reports
25 – 29 Thanksgiving Break (Students and Staff)
25 – 27 Weather Make – Up Days

NOVEMBER 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2020						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

12 – Board Meeting
21 – Report Cards (Elem.)
21 – 60% Day / Graduation
22 – Teacher Work Day
25 – Memorial Day Holiday
29 – Report Cards (Secondary)

10 – Board Meeting
20 60% Day
23 – Jan 3 Winter Break (Students)
23 – Jan 1 Winter Break (Staff)

DECEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2020						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

9 – Board Meeting



Moss Point School District

ADMINISTRATIVE OFFICES

4924 Church Street, Moss Point, MS 39563

(228) 475-4558

www.mosspointschools.org

June 2019

Dear Students and Parents,

We are delighted that you have chosen to become a part of the Moss Point School District family and our local community.

There are many reasons why one might choose to be a Moss Point Tiger; among them are great academics, vibrant student life, tremendous value, and wonderful location. Whatever your reason for choosing our beautiful city and school district, you can be confident that you are getting an outstanding opportunity to explore, discover, and learn about yourself and the world around you.

The Moss Point School District is committed to educating your children and preparing them for the future. We are dedicated to meeting their academic and school-related extracurricular activity needs.

In this handbook, you will find policies and procedures that are intended to protect and assist all students. Please make yourself and your children familiar with these policies so that you can fully immerse yourselves in the academic community we are building.

Sincerely,

Antoinette Morris

MPSD School Board President



MOSS POINT SCHOOL DISTRICT

Dear Fellow Moss Point Tiger:

Welcome to a new school year in the Moss Point School District. As your superintendent, I continued to be honored and humbled to serve as your district leader. The summer has been extremely busy and productive. All MPSD employees are anxiously awaiting the arrival of our most precious asset, our students. As we embark upon a new journey together, please take the time to review and discuss with your student the importance of following the guidelines set forth by the MPSD Board of Trustees, as outlined in this student handbook. It is our hope that through an organized approach, we can ensure a safe and orderly environment in which our students may learn and grow.

Our expectations for all students are:

- ✓ Be present and ready to learn each day you enter your school
- ✓ Be mindful of the rules and consequences of your actions and reactions
- ✓ Be positive about the education offered each day and how it affects your future
- ✓ Be ready to ask for help if you need help from the adults around you - we are here for you

Our expectations for all parents / guardians are:

- ✓ Be active in your child's education – ask questions and expect answers
- ✓ Be supportive of the school district and our efforts to teach all children effectively
- ✓ Be present when requested and sometimes to volunteer when not requested
- ✓ Be positive about the education offered each day and how it affects your future

Together we can make a difference in the Moss Point School District. Together we can make a difference in the city, state, and our country. We have to expect the positive change and be willing to work for it! I can tell you that I am **ALL IN** for the positive change that is coming Moss Point's way. Will you be **ALL IN** for your child's education?

I was always taught to believe that **Positive Attitudes Will Succeed**. I believe!

PAWS up Moss Point Tigers!

Dr. Shannon M. Vincent
Superintendent

MISSION, BELIEFS, AND GOALS of the Moss Point School District

OUR MISSION

The Moss Point School District will collaborate with students, families, and the community to graduate forward-thinking, globally competitive learners through relevant and rigorous learning experiences.

OUR BELIEFS

Everyone can achieve his or her full potential through high-quality and challenging learning experiences.

A safe and well-maintained environment is conducive to student success.

Student and staff attendance and involvement are essential to the success of our schools.

An effective, high-quality teacher is vital to student success.

Community involvement and input are valuable in fostering a culture of success.

Family involvement contributes to student success.

OUR GOALS



1. The district will increase student achievement.



2. The district will provide a safe and orderly school climate in every school.



3. The district will increase the number of students experiencing a positive K-12 education.



4. The district will maintain a sound financial fund balance.



5. The district will recruit and retain highly qualified employees.



6. The district will engage families and the community in the education of all students.

STUDENT/PARENT HANDBOOK

The primary purpose of this handbook is to inform students, parents and guardians about many of the policies and procedures of the Moss Point School District's schools grades Pre-K – 12. It is the responsibility of each student and parent/guardian to become familiar with the contents of this school board approved publication so that misunderstandings can be avoided and the school environment can be safe and conducive to learning. Please note: All policies are current as of the time of the printing of this handbook.

Board of Trustees

Antoinette Morris, President
Isaiah Hayes, Vice President
Amy Buckley, Secretary
Cliff Cooley, Board Member
Jennifer Anderson, Board Member
John Scott Corlew, Board Attorney

Dr. Shannon Vincent-Raymond, Superintendent

Nick Overby, Assistant Superintendent

Kreole Primary Elementary School Pre-K – 2

6312 Martin Luther King Blvd
Moss Point, MS 39563
(228) 475-3719

Escatawpa Upper Elementary 3-5

4208 Jamestown Rd.
Moss Point, MS 39563
(228) 474-3300

Magnolia Middle School 6-8

4630 Magnolia Street
Moss Point, MS 39563
(228) 475-1429

Moss Point High School 9-12

4913 Weems Street
Moss Point, MS 39563
(228) 475-5721

Alternative Learning Center

3524 Prentiss Avenue
Moss Point, MS 39563
(228) 475-3543

Career and Technical Center

4924 Church Street
Moss Point, MS 39563
(228) 474-1455

Family Education Center

3524 Prentiss Ave.
Moss Point, MS 39563
(228) 475-7101

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MOSS POINT SCHOOL DISTRICT ACCEPTABLE USE POLICY MPSD POLICY IJB

The following policy is written to promote positive and effective digital citizenship among faculty and students. The Moss Point School District expects students, staff, and employees to abide by this policy when accessing, creating, or contributing to any blogs, Facebook, wikis, podcasts, or other social media. Failure to adhere to this policy by staff or students may result in immediate disciplinary action.

Acceptable network use by district faculty, students, and staff includes:

- Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research.
- Participation in blogs, wikis, bulletin boards, social networking sites and groups and the creation of content for podcasts, e-mail and web pages that support educational research.
- With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately.
- Staff use of the network for incidental personal use in accordance with all district policies and guidelines.

Unacceptable network use by district faculty, staff, and students includes but is NOT limited to:

- Downloading, installation and use of non-educational games, audio files, video files, or other applications (including shareware or freeware).
- Attaching unauthorized or personally owned equipment or software to the district network without written approval from the Superintendent or their designee is prohibited. Any such equipment will be confiscated.
- Hacking, cracking, vandalizing, the introduction of viruses, and changes to hardware, software, and monitoring tools.
- Personal gain, commercial solicitation, and compensation of any kind.
- Unauthorized access or vandalizing of district computers, networks, and information systems. Physical modification or defacing equipment (i.e. placing stickers, writing on, etc.) is strictly prohibited.
- Cyber-bullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks.
- Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material.
- Any use of social media by staff or students during the instructional day is prohibited. Any postings on social media that interrupts instructional time will result in immediate disciplinary action.

Internet Safety, Personal Information, and Inappropriate Content

- Minors will be educated and adults will be reminded about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms.
- Students and staff should not reveal personal information, including a home address and phone number, on web sites, blogs, podcasts, videos, wikis, e-mail, or as content on any other electronic medium.
- Students and staff should not reveal personal information about another individual on any electronic medium.
- No student pictures or names can be published on any class, school, or district web site unless the appropriate permission has been verified according to district policy.
- If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.

Copyright

Downloading, copying, duplicating, and distributing software, music, sound files, movies, images, or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately. All student work is copyrighted. Permission to publish any student work requires permission from the parent or guardian.

Filtering and Monitoring

- Filtering software is used to block or filter access to visual depictions that are obscene and all child pornography in accordance with the Children’s Internet Protection Act (CIPA). Other objectionable material could be filtered. The determination of what constitutes “other objectionable” material is a local decision.
- Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed; filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and Internet and avoid objectionable sites.
- Any attempts to defeat or bypass the district’s Internet filter or conceal Internet activity are prohibited: proxies, https, special ports, modifications to district browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content.
- E-mail inconsistent with the educational and research mission of the district will be considered SPAM and blocked from entering district e-mail boxes.
- The district will provide appropriate adult supervision of Internet use. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to district computers.
- Staff members who supervise students, control electronic equipment, or have occasion to observe student use of said equipment online, must make a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of the district;
- Staff must make a reasonable effort to become familiar with the Internet and to monitor, instruct and assist effectively.

Network Security and Privacy

Passwords are the first level of security for a user account. System logins and accounts are to be used only by the authorized owner of the account, for authorized district purposes. Students and staff are responsible for all activity on their account and must not share their account password.

These procedures are designed to safeguard network user accounts:

- Change passwords according to district policy;
- Do not use another user’s account;
- Do not insert passwords into e-mail or other communications;
- If you write down your account password, keep it out of sight;
- Do not store passwords in a file without encryption;
- Do not use the “remember password” feature of Internet browsers; and
- Lock the screen, or log off, if leaving the computer.

Confidentiality

According to the Family Education Rights and Privacy Right (FERPA) all student data is confidential.

No Expectation of Privacy

The district provides the network system, e-mail, and Internet access as a tool for education and research in support of the district's mission. The district reserves the right to monitor, inspect, copy, review, and store, without prior notice, information about the content and usage of:

- The network
- User files and disk space utilization
- User applications and bandwidth utilization
- User document files, folders and electronic communications
- E-mail
- Internet access
- Any and all information transmitted or received in connection with network and e-mail use
- No student user should have any expectation of privacy when using the district's network

The district reserves the right to disclose any electronic message to law enforcement officials or third parties as appropriate. All documents are subject to the public records disclosure laws of the State of Mississippi.

Disciplinary Action

All users of the district's electronic resources are required to comply with the district's policies and procedures and agree to abide by the provisions set forth in the district's AUP.

Parental Understanding

Parents and students must recognize that students will be required to make independent decisions and use good judgment in their use of the Internet. Therefore, parents must participate in the decision whether to allow their children access to the Internet and must communicate their own expectations to their children regarding its appropriate educational use.

As a parent/guardian of this student, I have read the board-adopted Acceptable Use Policy and Student Handbook. I understand that Internet access is designed for educational purposes and that the school/district will attempt to discourage access to objectionable material and communications that are intended to exploit, harass or abuse students. However, I recognize it is impossible for the school district to restrict access to all objectionable material, and I will not hold the school or school district responsible for materials acquired or contacts made on the Internet.

I understand that a variety of inappropriate and offensive materials are available over the Internet and that it may be possible for my child to access these materials if he/she chooses to behave irresponsibly. I also understand that it is possible for undesirable or ill-intended individuals to communicate with my child over the Internet, that there is no practical means for the school/district to prevent this from happening, and that my child must take responsibility to avoid such communications if they are initiated.

While I authorize the staff to monitor any communications to or from my child on the Internet, I recognize that it is not possible for the school to monitor all such communications. I have determined that the benefits of my child having access to the Internet outweigh potential risks. I understand that any conduct by the herein named student that is in conflict with these responsibilities is inappropriate, and such behavior may result in termination of access and possible disciplinary action.

I have reviewed these responsibilities with my child, and I hereby grant permission to the school/district to provide Internet network access. I agree to compensate the school/district for any expenses or costs it incurs as a result of my child's violation of Internet policies or administrative procedures. My signature at the end of this handbook indicates acceptance of this policy.

ADMISSION/ENROLLMENT REQUIREMENTS

In order to enroll, a student's parent or guardian must reside within the Moss Point School District. Residency must be verified (2 documents) with a school official at the time of the student's registration. A transcript of the student's work must be received from the school last attended. A student may be temporarily enrolled before the transcript is received provided the student can present evidence that he/she has officially withdrawn from the previous school.

1. Students enrolling from a non-accredited institution or home schooling must be administered a grade placement test before a grade level is assigned.
2. To be eligible for Pre-kindergarten (Pre-K) program, students must be four (4) years old on or before September 1, 2019.
3. To be eligible for kindergarten, students must be five (5) years old on or before September 1, 2019.
4. To be eligible for first grade, students must be six (6) on or before September 1, 2019.
5. In addition to the residency requirements, all new students who enter from another state must present a birth certificate and a Mississippi Immunization Compliance Form, 121.
6. Students entering the 7th grade must have proof (Form 121) of the T-DAP (Tetanus, Diphtheria, Pertussis) immunization prior to enrollment.
7. The term "minor" when used in any statute, shall include any person, male or female, under twenty-one (21) 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 (5th) 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 (6th) birthday on or before September 1 of said school year. **No student 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 student has 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 student 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 student 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

NOTE: If none of the above evidence can be produced, an affidavit of age sworn to by a parent, grandparent or custodian may suffice. 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 from school until compliance is verified. '37-15-1 (2013)

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 (2013)

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).
- 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.
- 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
- 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
- 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
- Subject to the provisions of MS Code 37-15-9, subsection (3), 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,
 - 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
- 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)

- The Mississippi Department of Education requires a certificate of immunization (form 121) in order to attend any public school. No child shall be allowed to enroll in or attend any school without a valid immunization certificate, Form 121 -- Certificate of Compliance. '37-15-1
- Valid certificates include:
 - a. Form 121-A -- Medical Exemption Certificate
 - b. Form 121-T -- Temporary Compliance Certificate
 - c. 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.

Residency 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:

Students Living With Parent(S) Or Guardian(S)

The parent(s) or legal guardian(s) of a student seeking to enroll must provide this school district with at least two (2) of the items numbered 1 through 10 below as verification of their address, except that a document with a post office box as an address will not be accepted.

1. Filed Homestead Exemption Application form
2. Mortgage documents or property deed
3. Apartment or home lease
4. Utility bills (cannot be over 45 days old)
5. Driver's license or MS State ID
6. Voter precinct identification
7. Automobile registration
8. Affidavit and/or personal visit by a designated school district official
9. Certified copy of filed petition for guardianship if pending and final decree when granted
10. Any other documentation that will objectively and unequivocally establish that the parent or guardian resides within the Moss Point School District.

NOTE: Living-with forms must be notarized, and the legal resident must provide a photo ID and accompany the parent during registration. Legal guardians must provide guardianship documents verifying custody.

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), the Moss Point School District shall consider and take enrollment action that is in the best interest of the child pursuant to 42 USC 11432 (e) (3).

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 (10) above, required of a parent or legal guardian.
2. The district resident must provide the school with an affidavit (see last page of this policy) stating his or her relationship to the student, and that the student will be living at his/her abode full time, 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.
3. Whenever appropriate the person who has assumed responsibility for the care and custody of the child shall be encouraged to obtain legal guardianship of the child. The school district may require additional documentation and verification at any time. 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.
 4. Any court ordered procedure shall take precedence over any policy/procedure contained herein.

Transfer 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 student 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 student 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 student 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 home school, within or outside of the boundaries of the state of Mississippi, to this school district shall be required to take a local placement test to determine the grade and class to which the student shall be assigned at the time of student transfer.
6. The building principal or designee, in coordination with the MPSD Curriculum department, shall be responsible for administering the test(s) to such student(s) who apply for transfer to the Moss Point School District via public, private, home school, or other educational entity. Such test(s) shall be administered within fifteen (15) days after the filing of each application for transfer. An applicant shall be notified no less than three (3) days prior to the date of the administration of the required test(s).
7. No transfer of a student shall be affected until the test has been given and the student is assigned to the grade and class for which the test shows he is best suited. No student shall be assigned to a grade and class more than three (3) grades above or below the grade or class that the student would have been assigned to had the student 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 student seeks admission may assign the student temporarily to a grade and class comparable to that in which the student would have been had the student continued in the school from which the transfer was being made.
8. If any student is transferred or reassigned 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 student's taking the standardized test shall be waived. Likewise, if a student 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 student taking the standardized test shall be waived. '37-15-33

9. Any legal guardianship formed for the purpose of establishing residency for school district attendance purposes shall not be recognized by this school board. '37-15-31 (1) (d)

Change Of Address/Guardianship

Should there be a change in the student's address, it is the responsibility of the parent/guardian to notify the school office and provide two (2) current proofs of residence. If the student is a bus rider this documentation is required prior to the student being allowed to change buses. In the event of a change in legal guardianship of student, a copy of the court records must be provided for the student's cumulative record.

It is the responsibility of the parent/guardian to provide current telephone numbers which will permit school personnel to reach a responsible adult at all times. The school must be informed of any changes in telephone numbers and addresses. Parents/guardians are advised that if a responsible adult cannot be reached after good faith efforts have been made by school personnel, the Department of Human Services and/or the appropriate police department may be contacted for assistance.

Request For Student Records

Federal law states that an educational agency or institution may transfer a student's record, on request, to a school in which a student seeks or intends to enroll, without written consent of students or parents, if the agency or institution includes notice in its policies and procedures as formulated under Section 99:5. This is considered your notification that should your child enroll in another school or school system, his cumulative record will be sent to the school upon our receipt of notification of the student enrolling in said institution. No further notice of transfer is required. Federal Register, volume 41, No 118, Section 9934, (a)(1)(i)

Student Withdrawals

Students who plan to transfer to another school are asked to report to the office with a parent or legal guardian on or before the beginning of the last full day that the student will attend the school. At this time he/she will receive the proper withdrawal form(s) which are to be signed by parent/legal guardian and completed by his/her teachers indicating the grades earned by the student while attending school in the Moss Point School District.

Home School Requirements

Parents/Guardians who intend to withdraw their children from an MPSD school for the purpose of home schooling, are required to sign a Certificate of Enrollment with the State Attendance Officer and return a copy of the Compliance letter to the Registrar of the school the student is currently attending prior to withdrawal.

ATTENDANCE INFORMATION

MISSISSIPPI COMPULSORY SCHOOL ATTENDANCE LAW

The term "minor" when used in any statute, shall include any person, male or female, under twenty-one (21) years of age. MS Code 1-3-27

This Moss Point School District complies with the requirements of the Mississippi Compulsory School Attendance Law ('37-13-91). Appropriate reports as required by law shall be provided to the Mississippi Department of Education's Office of Compulsory School Attendance Enforcement.

Compulsory School-Age Child

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

Compulsory school-age children must be enrolled in school unless the child is:

1. Physically, mentally or emotionally incapable of attending school as determined by the appropriate school official based upon sufficient medical documentation
2. Enrolled in and pursuing a course of special education, remedial education or education for handicapped or physically or mentally disadvantaged children
3. Being educated in a legitimate home instruction program. '37-13-91 (3)

Attendance Officer (Reporting Measures)

The superintendent and principals actively cooperate with the school attendance officer employed by the State Department of Education, pursuant to '37-13-85. If a compulsory school-age child has not been enrolled in school within fifteen (15) calendar days after the first day of the school year or if a child has accumulated five (5) unlawful absences during the school year, the superintendent shall or his designee, within two (2) school days or within five (5) calendar days, whichever is less, report, on the form provided by the State Department of Education, the absences to the district (school) attendance officer. The superintendent, or his designee, shall report any student suspensions or student expulsions to the district (school) attendance officer when they occur. '37-13-91 (6)

School districts shall maintain accurate records documenting enrollment and attendance in a manner that allows the State Department of Education to make an assessment of changes in enrollment and attendance, including dropout rates.

The State Department of Education shall compile annually a statewide report on school district effectiveness in reducing absentee problems, dropout rates, and other attendance-related problems during the previous school year, incorporate the information into the annual Mississippi Report Card required by Section '37-3-53, Mississippi Code of 1972, on school district performance and offer technical assistance and coordination services to assist districts in improving performance. An "unlawful absence" is an absence during a school day by a compulsory school-age child, which absence is not due to a valid excuse for temporary nonattendance. Days missed from school due to disciplinary suspension shall not be considered an "excused" absence under this section.

Each of the following shall constitute a valid excuse for temporary nonattendance, provided satisfactory evidence of the excuse is provided to the superintendent or designee within two (2) days of the absence(s):

1. Attendance at an authorized school activity with the prior approval of the superintendent of the school district or his designee
2. Illness or injury which prevents the student from being physically able to attend school
3. When isolation is ordered by the county health officer, by the State Board of Health or appropriate school official
4. Death or serious illness of a member of the immediate family, which includes children, spouse, grandparents, parents, brothers, sisters, stepbrothers and stepsisters
5. A medical or dental appointment with prior approval of the superintendent or his designee, except in the case of emergency
6. Attendance at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness

7. Observance of a religious event, with the prior approval of the superintendent or his designee. (Approval should not be withheld unless, in the professional judgment of the superintendent or his designee, the extent of the absence would adversely affect the student's education.)
8. Participation in a valid educational opportunity, such as travel including vacations or other family travel, with the prior approval of the superintendent or his designee. (Approval shall be based on the professional judgment of the superintendent or his designee but shall not be withheld unless the extent of the absence would adversely affect the student's education.)
9. Other conditions sufficient to warrant nonattendance, with prior approval of the superintendent or his designee. However, no absences shall be excused when any student's suspensions or expulsions circumvent the intent and spirit of the compulsory attendance law '37-13-91 (4)
10. An absence is excused when it results from the attendance of a compulsory school-age child participating in official organized events sponsored by the 4-H or Future Farmers of America (FFA). The excuse for the 4-H or FFA event must be provided in writing to the appropriate school superintendent by the Extension Agent or High School Agricultural Instructor/FFA Advisor
11. An absence is excused when it results from the compulsory school-age child officially being employed to serve as a page at the State Capitol for the Mississippi House of Representatives or Senate

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

Attendance Philosophy

Regular and punctual school attendance is a vital aspect of developing and maintaining a successful educational experience. Regular and punctual attendance promotes a sense of responsibility, ensures educational continuity, facilitates academic growth, and prepares the student for his/her future career. Furthermore, daily attendance is important to both the school and the community in that it is the measure by which state funds are allocated to the school. While it is our belief that students have the primary responsibility for regular and punctual attendance to all classes, we recognize that parents, teachers, administrators, and other school personnel share in that responsibility. A child must be present 63% of the school day in order for the district to receive allocation tied to school attendance.

Attendance Policy

It is the belief of the Board of Trustees for the Moss Point School District that a student's regular attendance in class directly affects his/her level of success. The attendance policy is designed to reward attendance at school and to provide guidelines for students to follow when absenteeism is unavoidable.

Students must be in attendance 63 percent of the day to receive credit for the entire day. The same is required for a student to participate in any school-related activity on that day. In the case of a weekend and/or holiday activity, the student must be in school 63 percent of the preceding Friday and/or last school day prior to the activity.

Grades K - 5: The number of absences allowed is four (4) days of unexcused absences per semester or ten (10) days total (which includes excused or unexcused) per semester.

Grades 6 - 12: The number of absences allowed is four (4) days of unexcused absences per semester or six (6) days total (which includes excused or unexcused) per semester.

Grades 7 - 12: In order for a student to receive credit (Carnegie unit) in any course in the district's secondary schools, a student must earn 140 hours of seat time in each whole credit class and 70 hours of seat time in each one-half credit class. MDE Public Accountability Standards, 2018, approved 7-25-18

No student acquiring 1/2 Carnegie unit can miss more than two (2) excused days per nine (9) weeks class.

No student acquiring one (1) Carnegie unit can miss more than four (4) unexcused days per semester (18 week) class.

Additional absences may be granted at the discretion of the MPSD for military-connected students whose parents are experiencing a deployment. The conditions under which the local schools may approve absences are: (1) the absences are preapproved; (2) the student is in good standing; (3) the student has a prior record of good attendance; (4) missed work is completed and turned in within the school's allotted time period; and (5) the absence is not during standardized testing dates.

Excused Absences

Those absences for (1) personal illness; (2) death in the family or serious illness; (3) observation of religious holidays of a student's own faith; (4) school related field trip or educational activities approved by the district and/or building administrator; and (5) special circumstances, such as court summons, family emergencies, extreme weather, etc., which require immediate action and that the school principal deems necessary.

Appeal Process For Excessive Absences

If a student has exceeded the maximum number of days allowed, he/she may **NOT** be awarded credit (Carnegie unit) for the course or be promoted to the next grade level.

The following steps must be followed for appealing such absences:

- A. Within five (5) school days after receiving notification that the student has exceeded the allotted number of absences, a letter requesting an policy waiver must be submitted by the parent/guardian to the building principal. Attached to this letter should be original copies of documentation verifying the reason(s) for the absences.
- B. The principal and/or designee shall forward the policy waiver request to the Multi-Tiered Support Team (MTSS) for review and consideration. The MTSS committee will make their decision based on original documentation provided by the parent/guardian. Requests denied by the MTSS committee may be appealed by the parent/guardian to a District Attendance Review Committee (DARC) by submitting a letter to the Assistant Superintendent's office within two (2) school days of receiving the notification that the appeal was denied. The committee will be comprised of a central office administrator, two (2) school-level administrators and two (2) teachers.
- C. Upon completion of the District Attendance Review Committee (DARC) review, the parent/legal guardian will be notified of the decision and a recommendation will be submitted to the Superintendent.
- D. Appeals not granted by the District Attendance Review Committee (DARC) may be appealed to the superintendent by submitting a letter of appeal to the office of the superintendent within two (2) school days of receiving notification that the appeal was denied.
- E. Decisions made by the superintendent may be appealed to the MPSD Board of Trustees through the superintendent's office by submitting a letter to the office of the superintendent within two (2) school days of receiving notification that the request was denied.

K-12 Attendance Procedures

A student is allowed only two (2) parental absences per nine (9) weeks. Parents must notify the school office by phone, in writing, or in person that the student will be absent. All other absences require medical or legal documentation for the absence to be considered excused. Documentation must be submitted to the school office within two (2) school days of absence.

If a child accumulates twelve (12) unlawful absences, the superintendent or designee will report the absences to the district attendance officer. Parents/guardians who refuse or willfully fail to adhere to this law shall be guilty of negligence and upon conviction shall be punished in accordance with Section 97-5-39 Mississippi Code 1972, which involves the parents being subject to a \$1000 fine and/or up to one (1) year in jail. Refer to MPSD Policy JBD for further information.

The parent will be notified of excessive absences which may result in the student not receiving credit for a course.

If a student has been absent for ten (10) consecutive school days without notifying the school office, he/she will be formally removed from student enrollment. The school district attendance officer will be notified.

The Moss Point School District supports school to career efforts through the general curriculum with planned programs and activities. As a general rule, students will not be allowed to participate in events such as "Take Your Daughters to Work Day", "Job Shadowing Day", or any other initiative that originates outside the school. Students who miss school for such events will be considered absent.

Penalties For Absence

- A student will not be permitted to take part in any school-sponsored extracurricular competition, event, or practice on the same day that he/she is absent from school for more than 63% of the day. Administrative, school-sponsored and medical reasons are exceptions.
- Any student who exceeds the maximum number of absences allowed for a nine (9) week, semester or yearlong course will not be allowed to leave school early for school-sponsored extracurricular activities.
- Any student who exceeds the maximum number of absences allowed for a nine (9) week, semester or yearlong course will not be allowed to participate in special events including but not limited to awards ceremonies, class activities and graduation exercises.
- Extenuating circumstances may exist and consideration for appeal will be given on a case by case basis; however, the facts concerning the absences must be well documented and submitted to the principal for review. Decisions for appeal will be determined by the school's Multi-Tiered Systems of Support Team.

Make Up Work

- Students have the right to information on Board of Trustee's Rules and individual school policies that define excused, approved, or unexcused absences and tardiness. Students have the right to make-up class work for any excused or approved absence.
- Students have the responsibility to request the make-up assignment from their teachers in advance or upon their return to school.
- All work missed during an absence must be made up within the time allowed by the "one day plus" rule. For example, if a student misses school on Wednesday, all make up work is due Friday of the same week (1 day + 1 day missed). If a student misses Wednesday and Thursday, then all make up work is due the following Wednesday (1 day + 2 days missed).
- If an assignment is made prior to the student's absence and is due on the day the student returns, the "one day plus" rule will not apply and work must be submitted on the assigned day.
- Additional time may be granted for prolonged absences at the discretion of the principal.
- It is the student's responsibility to make up work due to an absence.
- Not completing an assignment is NOT an OPTION.
- Any student assigned to exclusion or suspended from school will be expected to complete assignments within three (3) school days.
- A grade of zero (0) will be given for incomplete assignments or course work which may result in the failure of the class and/or loss of credit.

Tardy Policy

Tardies to class or school cause the student to miss valuable instructional time and also count against perfect attendance. Any student arriving after the appropriate check in time MUST be escorted to the office by a parent to receive a tardy slip. Students are allowed three (3) tardies per semester without receiving a consequence. After three (3) tardies, students are subject to school disciplinary policies.

Check-Out Policy

In order to provide for the best welfare of each student and the school, the following check-out procedures have been developed:

At registration, parents/guardians must complete a form, listing all adults (brothers, sisters, aunts, uncles, grandparents, friends, etc.) who may sign the student out in emergencies. Under no circumstances will the student be permitted to leave school with anyone not listed on the sign out sheet. Notes and phone calls requesting an additional person added to the check-out list will not be allowed or honored; parents are required to add or remove names from this form by coming to the school office and making the appropriate changes. For the safety of the students, school personnel will require a picture I.D. of any person wishing to check out a student. Please advise any person listed on the sign out sheet of this procedure. No student may leave campus during school hours without being properly checked out through the principal's office.

NOTE: There will be no check-outs during any emergency drill.

Early check-outs cause students to miss valuable class and closure time. Instructional time is protected to ensure that your child has the instructions and materials to go home. We respectfully ask that no student be checked out thirty (30) minutes prior to the end of the school day except in the case of an emergency.

Early Release

Unless properly checked out, students who have early release must stay through the end of their scheduled school day. This means that students who have early release fourth block must stay until the end of third block, even if they have third lunch. Forms for senior early release can be found at www.mpsdnow.org or are available at the MPHS Guidance Department. Students who leave campus without being properly checked out before this time will be considered skipping. (Board Policy IDAEA)

Perfect Attendance

Any student with 100% attendance during the school year will be recognized and rewarded by the administration at the end of the year during grade level awards ceremonies. Having 100% attendance means that a student attended school every day with no tardies or early checkouts.

GRADE REPORTING SYSTEM

The Board of Trustees of the Moss Point School District believes that a well-planned and competently administered student evaluation program is an essential component of the instructional program. The Board

further believes that the regular and effective reporting of student progress toward the attainment of goals and objectives is imperative. The Board realizes that the primary function of the district's student evaluation program is to measure as accurately and objectively as possible each student's progress toward the attainment of goals and objectives set by the district and the student.

The Board of Trustees encourages all students to attain their highest possible level of achievement. The evaluation and reporting of student academic performance can play an important part in helping students to remain focused on achievement. Teachers will use a variety of ongoing, developmentally appropriate methods to measure student progress such as tests, exams, quizzes, projects, reports, homework, class participation and other assignments.

Academic grades should not be lowered as a result of unsatisfactory conduct except in cases of cheating, which includes plagiarism.

Careful consideration should be given to all work and each piece of work or each assignment will be valued according to the individual teacher's grading rationale. Failure on one test or assigned task except for instances of cheating or failing the final exam is not sufficient basis to prevent passing. One passing grade is not sufficient basis for passing a course when all other grades are failing.

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

A number of factors may be used in determining the student's grades and may include but not be limited to daily class work, homework, class participation, test grades, projects and diagnostic assessments. Parents are invited to contact teachers, counselors and/or administrators concerning any questions relative to a student's progress at any time during the school year. Teachers shall communicate their grading practices to parents and students at the beginning of each course and to new students when they enter class. Activities, projects, presentations, reports etc., will require that specific grading scales or rubrics be developed and communicated to students and parents.

Grading System

The established grading system is to communicate to parents a periodic evaluation summarizing significant factors of the student's adjustment in the total education program; the grading system is based upon student achievement and performance, bearing in mind that any system incorporates both subjective and objective considerations in student evaluations.

Objectives

1. To motivate students to exert their best efforts in the learning process
2. To provide a uniform technique for converting numerical values to letter grades
3. To monitor each student's progress

To evaluate student performance for the purposes of promotion, retention or alternative programs, the following numerical values shall be used in determining letter grades:

Kindergarten - 12th grade

90 – 100 = A

80 – 89 = B

70 – 79 = C

65 – 69 = D

64 and below = F

Elementary Grading Policy K-5

40% Test/Projects

35% Classwork/Quiz

25% Participation/Homework

NOTE: At a minimum, elementary students will be given a total of 18 grades per nine week period. 16 grades will be classwork/quiz and two (2) will be major grades.

Secondary Grading Policy 6-12

60% Test/Projects

20% Classwork/Quiz

20% Participation/Homework

9 week exams count twice (x2)

Elective Grading

25% Quiz/Exam

25% Classwork/Quiz

50% Participation

Note: At a minimum, secondary students will be given a total of 18 grades per nine week period. 14 grades will be classwork/quiz and four (4) will be major grades.

Grading Of English Learner (EL) Students

A "letter" grading system does not adequately reflect an EL students' progress in proficiency development, as the Mississippi Department of Education states, no failing grades may be given during an EL student's progress from Level 1 (Entering) through Level 3 (developing) for their language proficiency.

Modified Grading Scale for EL students

Kindergarten – 5th Grade:

1. Levels 1-3 (Entering, Beginning, and Developing)
 - e. 65 -100% Passing (S=Satisfactory)
 - f. 46 - 64% Passing (N=Needs Improvement)
 - g. 0 - 45% (U=Unsatisfactory) Documentation necessary
2. Level 4-5 (Expanding and Bridging)
 - a. Common criteria for assigning grade (with necessary accommodations and modifications)
 - b. "EL" noted on the report card
3. Level 6 (Reaching)
 - a. Common criteria for assigning grades (With necessary accommodations and modifications)
 - b. "EL" noted on the report card

6th Grade – 12th Grade:

1. Levels 1-3 (Entering, Beginning, and Developing)
 - a. 65 -100% Passing (S=Satisfactory). With necessary accommodations and modifications
 - b. 46 - 64% Passing (N=Needs Improvement). Documentation necessary
 - c. 0 - 45% (U=Unsatisfactory) Documentation necessary
 - d. Notation of "EL" on report card
2. Level 4-5 (Expanding and Bridging)
 - a. Common criteria for assigning grades (With necessary accommodations and modifications)
 - b. Notation of "EL" on report card
3. Level 6 (Reaching)
 - a. Common criteria for assigning grades (With necessary accommodations and modifications)
 - b. Notation of "EL" on report card

Carnegie units are awarded to students in levels 1-3 based on classroom modifications and accommodations for students success.

SOURCE: Mississippi Department of Education. (2031). Guidelines for English Language Learners: Policies, Procedures, and Assessments. Jackson: MDE.

Other Grading Considerations

A school official or employee having authority provided under formally adopted written rules and procedures adopted by the local school board to change a student's grade can take such action only upon it being determined that the grade is an error or that the grade is demonstrably inconsistent with the teacher's grading policy.

Any local school district or personnel employed by the school district who violates the provisions of this act shall cause the local school district or school to be subject to losing its accreditation in the manner determined by the policies and procedures of the State Board of Education.

Exemption policy for Moss Point High Seniors:

1. Average of 90 or above for the course;

2. No more than one (1) absence in a ½ credit class and no more than two (2) in a one-credit class;
3. No more than one (1) tardy in a particular ½ credit class and two (2) for a particular one-credit class;
4. No discipline referrals that warrant in school isolation, exclusion, or out of school suspension.

Special education students receive grades on the general education reporting instruments except for students served through the moderately to profoundly intellectually disabled programs. Students served in these programs may have an alternative reporting system reflecting progress toward their Individualized Education Plan. Grades for students receiving special education services are determined by the teacher serving the student for each subject area. The course grade for students served by a general and special education teacher for the same subject is cooperatively determined by the teachers.

No grade (NG) is required on a progress report or report card if the student has been enrolled in the school fewer than 20 school days of the grading period and/or there have been no grades received from the previous school for that time period. When a student transfers from a school which used letter grades only, the following numerical grades shall be assigned:

A = 95

B = 85

C = 75

D = 67

F = 64

Students coming from another school system or private school are given the grade the sending school indicates. The final grade is determined by combining the transfer grade and the grades earned in this district's school.

Students who are enrolling from a non-accredited institution or from home schooling will be given a course final exam or standardized test to determine if credit will be given for such course. Students coming from non-accredited or home schools are required by district policy to enroll in the four year college and career readiness classes and to be administered the corresponding end of course examination. Students withdrawing from a school within this district are given the grade they have earned in each subject up to the date of withdrawal.

Report cards shall be issued at the end of each nine (9) week period. It shall be the responsibility of the superintendent to establish reporting procedures and develop reporting instruments for use by the district.

Teachers will make every effort to grade and report student work as fairly and accurately as possible. However, a student and/or parent who believe that an error has occurred may ask the teacher to review the grade or report and to modify it if an error is found. If the student and/or parent is not satisfied with the teacher's response, he/she may ask the principal for a review. The principal's decision is final.

Parents/guardians will be notified/contacted by the home school in writing (in addition to the standard progress report) if a student is in danger of receiving a failing grade (64 or below) for a nine (9) week period or is experiencing a significant decline in achievement. This contact should occur as early as possible during the grading period. Documentation of parent/guardian notification must be kept by the school. Copies of student evaluation reports shall be kept on file in the school which the student attends. All student cumulative records shall be completed and kept on file in compliance with all Mississippi Department of Education regulations, state laws, and Board policy. If a course is passed, it may NOT be retaken in order to improve quality point average.

The Moss Point School District provides opportunities for students to enhance their knowledge of the curriculum. To this end, students are allowed to retake classes under the following parameters:

- Student may audit a course (if class size permits) that they have passed and received credit.

- Student will NOT receive a grade or credit for the audited course
- Student must receive prior approval from principal to audit a course

Promotion And Retention

The Moss Point district school board shall establish standards for graduation from its schools which shall include as a minimum:

- mastery of minimum academic skills as measured by assessments developed and administered by the State Board of Education
- completion of a minimum number of academic credits, and all applicable requirements prescribed by the district school board
- third grade students must follow the Literacy Based Promotion Act
- all students at risk of failure must be met on by the MTSS committee
- data will be used when making recommendations for each student above and beyond the MTSS process.
- all student retention decisions will be made by the MTSS committee
- in grades 1-8, retention is determined by the MTSS committee recommendation based on the following:
 - grades earned in ELA and Math
 - recommendations by the academic teachers
 - data will be used when making recommendations for each student above and beyond the MTSS process
 - total number of classes failed for the year
 - student's previous retention and academic history
 - summer school may be required to achieve mastery of standards at parent/guardian's expense
- 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

Students in grades 7 – 12, who take credit bearing classes, will earn Carnegie Units when they have earned a passing grade (65 or above), and met all requirements for credit, including attendance requirements.

Students may be moved to the next classification at the end of the first semester only if they are behind their original cohort (class). (example: from junior to senior status if the student failed to receive enough Carnegie Units during the prior year.)

Student classification may also be determined by their individual graduation plan. The classification system for freshman entering 2016 and beyond shall be:

- Sophomore classification - Must have earned six (6) Carnegie units to include English I
- Junior classification - Must have earned twelve (12) Carnegie units to include English I and II
- Senior classification – Must have earned eighteen (18) Carnegie units to include English I, II, III, or equivalent

Honors/Awards

Superintendent's List – All As

Honor Roll – As and Bs

NOTE: Superintendent's list and honor roll may be published in the local newspaper and/or on the school district's website.

GRADUATION

Graduation Announcements and Gowns

Representatives of the rental company will measure seniors for graduation caps and gowns during designated times. The commercial company selected to provide the caps and gowns delivers them to the school prior to commencement. A graduation fee is collected to cover the cost of the cap and gown. Gowns are distributed to seniors prior to the Sunday preceding graduation. Many local churches recognize seniors in their gowns in a baccalaureate service on that day.

Class Rank

Rank-in-class is defined as the comparison of a student's academic performance with those members of his/her graduating class. Class rank will be computed on the basis of weighted numeric averages that are calculated on all grades earned from Carnegie Units. Courses taken by correspondence, Credit Recovery, or online will be weighted according to their level just as it is in the regular classroom setting. The class rank will be pulled at the end of the 1st semester and made available for scholarship applications. The final and official class rank will be pulled after all grades have been calculated and put into the district's electronic gradebook and made available to students 24 to 48 hours after senior grades are calculated.

Valedictorian and Salutatorian

Valedictorian and Salutatorian shall be chosen from the graduating seniors according to the following criteria:

1. Valedictorian and Salutatorian shall refer to those earning the highest and second highest weighted numerical averages using the Quality Point Assessment (QPA).
2. A weighted numeric scale that takes into consideration grades earned in weighted classes shall determine averages. Weighted numerical averages using QPA shall be determined at the end of the second semester of grade 12.
3. They must have attended Moss Point High School for their last two (2) consecutive years, grades 11 and 12.

Course Classification

The following level 2 courses are weighted: Algebra II, Algebra III, Statistics, Physics, Chemistry, Biology II, Marine Science, Zoology, Anatomy & Physiology, Foreign Languages II, III and IV, Marine Aquatic Science, and Botany. Beginning with 2014/15 Freshmen class, the following courses will be Level 3 courses and will receive more weight than Level 2 classes: all approved Dual Credit college classes and all A. P. courses. All other courses are Level I courses and are not weighted.

Schedule Changes

Student schedule change requests will be determined at the discretion of the building principal. Students will be notified by the guidance office if a schedule change request is granted.

Dual Credit

Any student who wishes to enroll at Mississippi Gulf Coast Community College (MGCCC) as a Dual Credit student needs to first meet with their counselor to discuss the requirements set forth to register as a dual enrollee.

Requirements to enroll as a dual enrollment student:

- Minimum 3.0 GPA
- Minimum of 12 Credits completed
- Student/Parent agreement form
- 17 ACT score required for Math, 19 ACT score for English Comp 1

Dual credit course grading:

A = 100

B = 89

C = 79

D = 69

F = 59

Initial Credit

The Moss Point School District will follow the guidelines set forth by the state in offering the opportunity to earn initial credit through an online learning program. This opportunity will be granted to students through the Multi-Tiered Student Support Team or with building principal approval.

Credit Recovery

Moss Point High School will offer credit recovery to students who have lost credit due to failure or scheduling. Starting with the 2018-19 (9th Grade Cohort), Credit Recovery is limited to two (2) credits per semester. Mississippi Department of Education (MDE) business rule 28.5 states for credit recovery: "a student who selects credit recovery to earn a Carnegie Unit may only earn the minimal passing grade on the district grading scale".

Mississippi Scholars

Mississippi joined the State Scholars Initiative in 2003. Since then, more than 11,000 Mississippi High School students have graduated with the Mississippi Scholars distinction. Mississippi Scholars serves as an opportunity for the business community to motivate students to choose a rigorous course of study in high school to develop a solid foundation for their futures. The program is designed to give students more opportunities as they pursue post-secondary education or career goals. **See requirements for MS Scholars Curriculum for Seniors, MS Tech Master and diploma options on page 21 – 23.**

Mississippi Scholars Curriculum for Seniors (School Year 2015 and Later)

<p>ENGLISH LANGUAGE ARTS</p> <p>Four (4) credits must consist of:</p> <p>English I (1)</p> <p>English II (1)</p> <p>Two (2) additional English credits above English II and approved for admission to IHL</p> <p>MATHEMATICS</p> <p>Four (4) credits must consist of:</p> <p>Algebra I (1)</p> <p>Geometry (1)</p> <p>Algebra II (1)</p> <p>And one (1) Carnegie Unit of comparable rigor and content may come from Mathematics courses approved for MS Scholars Credit (www.mississippischolars.ms)</p> <p>SCIENCE</p> <p>Four (4) credits must consist of:</p> <p>Biology I (1)</p> <p>Chemistry (1)</p> <p>Any two Carnegie Units of comparable rigor and content above Biology and Chemistry (Physics (1) preferred)</p>	<p>SOCIAL STUDIES</p> <p>Four (4) credits must consist of:</p> <p>World Geography (1/2)</p> <p>Mississippi Studies (1/2)</p> <p>World History Studies (1)</p> <p>U.S. History (1)</p> <p>U.S. Government (1/2)</p> <p>Economics (1/2)</p> <p>ARTS</p> <p>One (1) credit of:</p> <p>One (1) Carnegie Unit of visual and performing arts meeting the requirements for high school graduation or two (2) units for the completion of the two (2) course sequence Computer Graphics Technology I and II</p> <p>ADVANCED ELECTIVES</p> <p>Two (2) credits must consist of:</p> <p>Two (2) Foreign Languages or a 5th Math or 5th Science of higher rigor, or any two (2) dual credit courses</p>	<p>ADDITIONAL REQUIREMENTS</p> <ul style="list-style-type: none"> • 40 hours of Community or Volunteer Service during four (4) years of high school, minimum of 18 ACT Composite Score (Overall Score) for Seniors graduating in 2016 and beyond • 2.5 cumulative high school GPA on a 4.0 scale • 95 percent School Attendance during four (4) years of high school • No out-of-school suspensions
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Mississippi Tech Master Curriculum

ENGLISH LANGUAGE ARTS

Four (4) Credits

MATHEMATICS

Three (3) Credits

- Algebra I
- Math above Algebra I (Related to program of study)

SCIENCE

Three (3) Credits

- Biology I
- Two (2) course above Biology I

SOCIAL STUDIES

Three (3) Credits

- American History
- Government
- MS Studies

OTHER COURSES

- One (1) Credit Computer
- (1/2) Credit Health or PE

ELECTIVES

- (2.5) Credits of your program of study
- Four (4) CTE credits in the same area of study
- Must have 21 minimum credits-students can go the 21 or 2 credit route allowing time for internship
- Non-negotiable

ADDITIONAL REQUIREMENTS

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

Mississippi Diploma Options

Begins with incoming freshmen of 2018-2019

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

TRADITIONAL DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	<ul style="list-style-type: none"> English I English II
Mathematics	4	<ul style="list-style-type: none"> Algebra I
Science	3	<ul style="list-style-type: none"> Biology I
Social Studies	3½	<ul style="list-style-type: none"> 1 World History 1 U.S. History ½ U.S. Government ½ Economics ½ Mississippi Studies
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	<ul style="list-style-type: none"> 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 ½	
Total Units Required	24	

Requirements

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

Recommendations

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

ALTERNATE DIPLOMA OPTION

Curriculum Area	Carnegie Units	Required Subjects
English	4	<ul style="list-style-type: none"> Alternate English Elements I-IV
Mathematics	4	<ul style="list-style-type: none"> Alternate Math Elements I-III Alternate Algebra Elements
Science	2	<ul style="list-style-type: none"> Alternate Biology Elements Alternate Science Elements II
Social Studies	2	<ul style="list-style-type: none"> Alternate History Elements (Strands: U.S. History and World History) Alternate Social Studies Elements (Strands: Economics and U.S. Government)
Physical Education	½	
Health	½	<ul style="list-style-type: none"> Alternate Health Elements
Arts	1	
Career Readiness	4	<ul style="list-style-type: none"> Career Readiness I-IV (Strands: Technology, Systems, Employability, and Social)
Life Skills Development	4	<ul style="list-style-type: none"> 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.

Traditional Diploma Endorsement Options

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

CAREER AND TECHNICAL ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I
Science	3	• Biology I
Social Studies	3½	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
CTE Electives	4	• Must complete a four-course sequential program of study
Additional Electives	3 ½	
Total Units Required	26	

Additional Requirements

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

ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I + two (2) additional math courses above Algebra I
Science	3	• Biology I + two (2) additional science courses above Biology I
Social Studies	3½	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	7 ½	• Must meet 2 advanced electives of the CPC requirements for MS IHLs
Total Units Required	26	

Additional Requirements

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

DISTINGUISHED ACADEMIC ENDORSEMENT

Curriculum Area	Carnegie Units	Required Subjects
English	4	• English I • English II
Mathematics	4	• Algebra I + two (2) additional math courses above Algebra I
Science	4	• Biology I + two (2) additional science courses above Biology I
Social Studies	4	• 1 World History • ½ Economics • 1 U.S. History • ½ Mississippi Studies • ½ U.S. Government
Physical Education	½	
Health	½	
Arts	1	
College and Career Readiness	1	• Must occur in the student's junior or senior year, or in the student completion of a 4-year sequence.
Technology or Computer Science	1	
Additional Electives	8	• Must meet 2 advanced electives of the CPC requirements for MS IHLs
Total Units Required	28	

Additional Requirements

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

MANDATORY SCHOOL ACADEMIC ATTIRE POLICY

The Board of Trustees of the Moss Point School District finds it is appropriate to implement a mandatory school academic attire for the following reasons:

1. Promote a more effective and professional climate for learning
2. Increase safety and security
3. Promote school unity and pride
4. Ensure appropriate attire

All schools within the Moss Point School District shall abide by a mandatory student academic attire policy. This policy outlines the only acceptable form of attire approved to be worn by students in this district. Any deviations, however slight, are not permitted.

Every component of the student academic attire should be appropriate in length and size.

Appropriate is defined as that which properly covers the body and which is in good taste.

The principal shall have the final decision about the appropriateness of the length/size of clothing.

Grades Pre-K – 5: Shorts, skorts, or jumpers may not exceed three (3) inches above the top of the kneecap. These items are not permitted in grades 6 – 12.

All students who do not follow the established mandatory academic attire will be referred to a building administrator for compliance.

NOTE: Undergarments should never be visible and no component of the academic attire may be of denim material.

Shirts (Polo Style)

Must be solid color: navy blue, grey, white

Must have a collar

May not be sleeveless

May not be form fitting

May not have ruffles, pleats, lace, trim, emblems, trademarks, logos, etc.

May not be a T-shirt unless it is a MPSD approved school T-shirt

Any visible clothing item worn above the waist must be solid color: navy blue, grey, white.

Sweatshirts

Must be solid color: navy blue, grey, white

Must be pullover

May not be worn/carried around the waist, neck, shoulders etc.

May be a fleece half zipper pullover

May not have ruffles, pleats, lace, trim, visible emblem, trademarks, logo, etc. other than school district approved

Must be a school or district approved/purchased sweatshirt if it has a hood.

Sweaters

Must be solid color: navy blue, grey, white

May be cardigan (button-up) or pullover

May not have ruffles, pleats, lace, trim, visible emblem, trademarks, logo, etc.

May not be worn/carried around the waist, neck, shoulders etc.

Vest

Must be solid color: navy blue, grey, white

May not have ruffles, pleats, lace, trim, visible emblems, trademarks, logos, etc.

Must wear a school appropriate school shirt under vest.

NOTE: Hoods CANNOT be worn while on the bus, school campus/property or while on field trips.

Pants/Slacks

Must be solid color: navy blue or khaki

Cuffed or uncuffed; pleated or plain front

Must have belt loops

Must be properly hemmed and have a seam.

Must be worn at the waist

No denim, stretch fabric, cargo, carpenter, bell bottoms, joggers or hip huggers

Shorts (Pre-K – 5 Only)

Must be solid in color: navy blue or khaki

Knee length or longer

Skirts, Jumpers or Skorts (Pre-K – 5 Only)

Must be solid in color: navy blue or khaki

Must be properly hemmed

Must be worn at the waist

May not be more than three (3) inches above the top of the kneecap

May not have belt loops removed

Polo styled uniform dresses are allowed in navy blue

Belts (Optional for grades Pre-K – 5) (Required for grades 6 – 12)

Must be solid color: brown or black

Mandatory for grades 6 – 12 for clothing items with belt loops

May not have metal studs etc.

Socks

Must be solid color: white, khaki, navy blue, grey, or black

No neon colors

Sock styles may be crew, knee highs, or opaque tights/hosiery

Tights/hose must be a solid color: White, khaki, navy blue, grey

Shoes

Grades Pre-K – 5

Must be closed toe and closed heel. Lights, music, wheels, or spikes/cleats are prohibited

Grades 6 – 12

Solid colors: White, khaki, navy blue, grey, brown

Basic athletic shoes are allowed (no lights, skates, or loud/distracting colors) – A majority must be a combination of school colors: navy blue, white, grey, or black

Platform shoes, flip-flops, stiletto heels, and any other shoe deemed unsafe by the administration are prohibited

All shoes must be fastened properly (closed front and back)

Jackets/Coats

Must be deemed appropriate for school wear (lewd, derogatory, obscene, inappropriate messaging, or advertising of drug/alcohol/tobacco is prohibited)

Pullover jackets, coats, windbreaker

May be a fleece half zipper pullover

Trench coat style jackets are PROHIBITED

Jackets may only be worn in the building when the building administration allows

NOTE: Hoods CANNOT be worn while on the bus, school campus/property or while on field trips.

Other Academic Attire Considerations

Each student has the responsibility to dress appropriately for the school environment. Clothing apparel, hair and general appearance shall not disrupt the school environment, shall not be unusually provocative, and shall not violate health and safety rules of the school. These guidelines for dress and grooming are provided to assist parents and shall apply to all students in the public schools of Moss Point. Student dress and grooming shall be neat, clean, and follow the general guidelines below:

1. Shirts are required to be worn tucked into pants, skirts, slacks, shorts, or skorts.
2. Students are prohibited from wearing additional “patches”, pins, tattoos, earrings, jewelry, or any other item that may be considered lewd, profane, obscene, suggestive, vulgar or distractive which may harass, threaten, intimidate, or demean other groups; or which display illegal merchandise or contraband; or any item which may distract from the educational process. Any heavy type chains used to attach wallets or as decorative use are prohibited.
3. Head coverings, including but not limited to caps, hats, scarves, bandannas, “doo” rags, hair curlers, sunglasses, or picks is prohibited. Exceptions to any head covering may include a hair net or cap required where long hair poses a health or safety threat near open flames, moving machines, or in food preparation classes or where required by a physician.
4. Oversized clothing is prohibited. The waistband of shorts, slacks, skirts and similar garments shall not be worn below the waist. If belts, suspenders, or straps are worn, they shall be worn in place and fastened. “Sagging” and/or “low-riding” pants/slacks are prohibited.

5. Designer/theatrical contact lens may not be worn, whether prescription or not; sunglasses or shades may not be worn.
6. Gang-identifiable tattoos cannot be visible; they must be covered.
7. Visible body piercing is not allowed, including, but not limited to, tongue piercing. Earrings in ears are permissible. Sticks or “dagger like” piercings in ears are not allowed. Any articles of clothing or jewelry that may cause injury to oneself or other students are not allowed. No visible key chains. No jewelry with drug, alcohol, or violence-related information, or any deemed inappropriate by administration.
8. Notched eyebrows, designs in hair and/or unnatural hair colors are not allowed.
9. Undergarments must be worn by males and females and shall not be visible. T-shirts worn as undergarments must be solid white, navy blue, black, or grey.

Optional Articles Of Attire

1. Students enrolled in the NJROTC program shall be exempt from wearing the mandatory school uniform on the day(s) they are required to wear their military uniform. Instructors must obtain permission from the high school administration prior to the day military uniforms are worn.
2. Members of school sponsored cheerleading or athletic teams, dance or drill teams, choral groups, band or any other group sanctioned by the school, shall be exempt from wearing the school uniform on the game day(s) they wear their pre-game/pre-performance attire, for example, Friday dress attire. Prior approval from school administration is required. Pre-game/pre-performance attire must conform to the district’s dress code and must be approved by the school administration prior to purchase.
3. T-Shirts may be worn with the following restrictions:
 - a. T-shirts may be purchased from the school, school PTO, or sanctioned booster club.
 - b. T-shirts must have the site approved logo. Any variations regarding the logo will be for the purpose of differentiation among various school organizations (clubs, teams, etc.) and the variation shall not be the logo itself.
 - c. T-shirts must have a crew neck (no collar, no V-neck) and no buttons.
 - d. T-shirts may be short sleeve or long sleeve.
 - e. T-shirts must be a solid color.
 - f. T-shirts are not permitted at the Alternative Learning Center.
4. **Grades 6-12 must have clear or mesh book bags ONLY. Book bags with wheels are prohibited.**

Academic Attire Compliance Measures

If necessary, disciplinary action may be taken to encourage compliance with the policy. Each school should strive to achieve full compliance through positive reinforcement and should resort to disciplinary action only when positive measures fail to ensure compliance. In addition, schools shall communicate with parents so that expectations, rationale, and benefits are fully understood by the student and his/her family.

Prior to initiating any disciplinary action against a student not complying with the policy, a conference with the parent should be held with a school administrator to solicit parental cooperation and support. Disciplinary action is to be initiated only after all other means to secure support and cooperation as mentioned above have not succeeded. Students new to the district and enrolling on or after the first day of school will have five (5) calendar days to comply with the mandatory code.

Principals may exercise discretion on the first day of school only. The administration at each school shall confer with the parent of each student who fails to comply with the academic attire policy in an effort to ascertain the reason(s) for noncompliance.

Districtwide Procedures For Noncompliance (K – 12)

1. Parents are called to bring clothing that meets standards.
2. After three (3) classroom/counselor referrals, the student is placed on OVERNIGHT SUSPENSION/Parent Care.

3. Additional noncompliance is treated as a discipline referral (open defiance).
4. All due process procedures provided in Section 37-7-335 of the Mississippi Code shall be followed in the administration of this policy.

NOTE: The building principal has final discretion in determining the appropriateness of a student's academic school attire.

Hardship Status Determination

Any family seeking assistance (based on hardship) in implementing the policy shall contact the building principal where the student is enrolled. Students who are homeless (for example children who live in a family shelter or orphanage) may be eligible for hardship status. A family filing for hardship status may be required to complete a form listing all sources of family revenue and major expenditures and provide the school a copy of the most recent federal/state income tax form. An evaluation on a case by case basis by school officials may determine if a hardship exists.

CODE OF STUDENT CONDUCT

In compliance with MS Code §37-11-55, the Moss Point Board of Trustees has adopted the following code of student conduct. The code of conduct will be made available to all teachers, school personnel, students, and parents/guardians at the beginning of each school year. The code of conduct includes specific grounds for disciplinary action; procedures to be followed for acts requiring discipline; and explanation of the responsibilities and rights of students with regard to attendance, respect for persons and property, knowledge and observation of rules of conduct, the right to learn, and privacy and participation in school programs and activities. Students and parents are encouraged to read and develop a thorough understanding of the details presented in this document. In order to deter and minimize violations of this code of conduct, a need for a cooperative relationship exists between student, parents, and school officials. The responsibilities of each are listed below:

Parents/Guardians

- Keep in regular communication with the school concerning their child's conduct and progress.
- Make efforts to insure that their child is in daily attendance; report and explain any absence to the school. Provide their child with the resources needed to complete class work.
- Assist their child in being well-groomed and in compliance with personal appearance regulations.
- Bring to the attention of school authorities any problem or condition which affects their child in the school community. Discuss grades and work assignments with their child.
- Care for their child's physical well-being.

Students

- Attend all classes daily and on time
- Be prepared for class with proper materials
- Be respectful to all individuals and property
- Conduct yourself in a safe and responsible manner
- Be well-groomed and in compliance with personal appearance regulations
- Be responsible for your own work
- Abide by the rules and regulations set forth by the school and individual classroom teachers

Schools

- Maintain an atmosphere conducive to learning
- Exhibit an attitude of respect for students and parents

- Plan a flexible curriculum to meet the needs of all students
- Keep an open line of communication between themselves, students, and parents

Student Rights And Responsibilities

These statements of rights and responsibilities of students are summaries of broad principles. These principles are meant to guide students toward finding more and greater opportunities to serve themselves and society. Notice that for every right that is listed, a corresponding responsibility is also listed. Rights cannot exist for all without responsible behavior by every student.

Respect for Persons and Property

- The student has the right to be respected by his/her peers and school personnel. The student must show respect to his/her peers and school personnel.
- The student has the right to personal property within school rules which do not interfere with the educational process. The student has the responsibility of knowing school rules and of gaining school approval for possession of other properties.
- The student has the right to protection of property, as set forth in the laws of the State of Mississippi. The student has the responsibility to notify the parent or proper authority of the damage.
- The student has the right of access to appropriate use of public school properties to develop educational skills and knowledge. The student has an obligation to respect and protect public property and individual property.

Knowledge and Observation of Rules and Conduct

The student has the right to be made aware of rules of conduct relating to school and school activities. The student has the responsibility to abide by rules of conduct as prescribed by Board of Trustee's policy and school policy. The student has the right to know that corrective disciplinary action will be administered when rules are broken. The student has the responsibility to accept corrective disciplinary action as a means of helping him/her improve behavioral patterns.

The Right to Learn

All students have the right to a school atmosphere conducive to learning. Each student has the responsibility to help maintain an atmosphere conducive to learning.

Free Speech and Student Publications

- Students have the right to refrain from any activity which violates the precepts of their religion. Students have the responsibility to respect the rights of the religious beliefs of others.
- Students have the right to form and express their own opinion on issues without jeopardizing their relations with their teacher or school. Students have the responsibility to make efforts to become informed and knowledgeable about issues and express their opinion in a manner that is suitable for the forum in which the discussion is taking place.
- Students have the right through their student council representative to discuss issues related to school environment.
- Students have the responsibility to respect the decision rendered after discussion.
- Students have the right to express themselves through use of school publications. Students have the responsibility to respect the rights of others. Also, they may seek consent and approval of teachers, advisors, and school administration and must observe the normal rules of responsible journalism.
- Students have the right to conference with teachers, counselors, and administrative staff concerning personal or school- related problems. Students have the responsibility to arrange each personal conference.

The Right to Privacy

Students have the right to private consultation with teachers, counselors, and school administrators concerning matters of a personal nature. The student has the responsibility to respect the discretion and judgment of the teacher, counselor, or administrators in a situation which may involve a violation of a federal, state, or local law. If a situation should occur regarding a violation of the law on school property, then the principal should be notified and parent involvement should be accomplished as soon as possible.

The Right to Participate in School Programs and Activities

Students have the right to participate as spectators. The responsibility of the student is to participate in school activities, not only in attendance, but to show good sportsmanship along with good behavior and respect the rights of others as well as for personal and public property.

Students have the right to participate in school programs and activities. Students have the responsibility to develop to their fullest potential and to promote the activities of the school by participating in school activities at the students' maximum performance levels and to abide by sponsor, school, and county regulations while participating in in-county, out-of-county or out-of-state activities.

Field Trips

Off campus trips and learning excursions are authorized and may be taken as an extension of the classroom to contribute to the achievement of the educational goals of the Moss Point School District and the Mississippi Department of Education. Typically, students will be accompanied by a student ten (10) to teacher one (1) ratio for supervisory purposes. Parents will be notified before a trip concerning destination, times, lunch arrangements and the academic goals and benefits of the trip. The same student behavior rules and consequences apply to field trips which apply in the school building. **See elementary and secondary discipline plans.**

General Expectations Of Behavior

It is not possible to list all behaviors which may be displayed during the school day by our students or the consequences which are judged appropriate. Consequently, at some point, experienced, trained, and fair-minded school administrators must make judgments about the appropriateness or inappropriateness of student behaviors and assign appropriate consequences. However, school officials believe that parents have the responsibility to present to the school a reasonably well-disciplined student.

Pre-K – 2nd GRADE ELEMENTARY DISCIPLINE

Overall School Rules

- Listen and follow directions
- Take care of school property, and keep our school neat and clean
- Stay in assigned areas, and act in an orderly manner
- Keep hands, feet, and other objects to yourself
- Be in hallways or restrooms only with permission
- Walk quietly and in an orderly manner in the hallways and on walkways
- Chewing gum is not allowed
- Running is allowed only on the playground under supervision
- Trading items of any kind is not allowed at school
- Cell phones, radios, games, and other electronic devices are to be left at home.
- Toys are not to be brought to school without written permission from the teacher.
- Proper behavior is expected in the cafeteria, on campus, and at all other school activities.

Minor Behaviors

Each teacher will establish and clearly convey to his/her students a set of classroom behavior rules, which will include rules regarding the behaviors identified as Level 1 behaviors.

Classroom minor behaviors:

- Abusive language (written, spoken, or gesture) that is directed toward another student
- Distractions of other students
- Failure to bring to class material(s), homework, or other required items
- Personal contact in an aggressive manner such as pushing, shoving, tripping, and hitting
- Violation of classroom rules
- Not following directions
- Off task
- Running in hall
- Talking without permission
- Horseplay

Classroom disciplinary options for minor behaviors

1. Warning
2. Teacher-student conference
3. Parent contact
4. Teacher-parent conference
5. Administrator-student-parent-teacher(s) conference
6. Individual and/or group counseling from the school counselor
7. Recess detention
8. Other appropriate action deemed necessary by principal/teacher

NOTE: For special education or other exceptional students, discipline options must comply with federal and state regulations and Board policies.

Disciplinary Consequences for Major Behaviors

Consequences which may be used for disciplinary infractions include, but are not limited to; In School Isolation (ISI), Overnight Suspension/Parent Care (OSPC), or Out-of-School Suspension (OSS). The administrator may use any of the below consequences for major behaviors. The severity of the behavior may accelerate the step on the ladder based on the discretion of the administrator.

Major Behaviors may result in an office referral and may include the following:

- Leaving building without permission Step 2-6
- Fighting/assault/physical aggression Step 2-6
- Threatening acts of violence Step 2-6
- Stealing Step 1-6
- Possession of a weapon
(knife, gun or anything deemed as a weapon by administration) Step 6
- Drugs Step 1-6
- Bullying Step 2-6
- Inappropriate touching Step 1-6
- Profanity towards students or adults Step 2-6
- Vandalism Step 2-6
- Chronic minor behaviors Step 1-6

- Improper behavior anywhere on campus or at a school function Step 1-6
- Other behavior as determined by the administrator Step 1-6

Step 1

- Parent contact by administrator
- Reprimand, written or work assignment, and/or recess detention to be signed by the parent and returned to school

Step 2

- Parent contact by administrator
- Additional written assignments and/or 1 day ISI assignment and form signed by the parent and returned to school

Step 3

- Parent contact by administrator
- 2-3 days ISI
- Intervention referral/possible behavior intervention plan

Step 4

- Parent contact by administrator
- 1-2 days OSS
- Parent conference will be held before student returns to school so that interventions and behavioral recommendations can be put in place

Step 5

- 1-5 days OSS
- Parent conference will be held before student returns to school so that interventions and behavioral suggestions can be put in place

Step 6

- Referral to Early Intervention Class held at the Alternate Learning Center
- 9 days OSS and/or referral to District Disciplinary Review Committee Hearing

Upper Elementary/Secondary Disciplinary Consequences

Consequences which may be used for disciplinary infractions include, but are not limited to, In-School Isolation (ISI), Exclusion, Overnight Suspension/Parent Care, Out-of-School Suspension (OSS) and Expulsion. When a student is placed in ISI, Exclusion or Out-of-School Suspension, unless specific permission is granted by an administrator, the student is not permitted to practice for, participate in, or attend any school activities or athletics until after all the terms of the consequences have been met and the administrator has released the student to return to regular classes.

Please note that when a student is placed in Exclusion, he/she will spend the day in isolation at the Alternative Learning Center. Being in exclusion does not mean that the student is in alternative school; however, exclusion is operated at the alternative school which is the Alternative Learning Center (ALC).

NOTE: For special education or other exceptional students, discipline options must comply with federal and state regulations and Board policies.

Discipline Plan

- Open defiance, disrespect or disobedience with faculty and/or staff Step 3-5
- Profanity or vulgarity (to include acts, gestures, or symbols) with consideration to be given to context Step 3-4
- Use or possession of any form of tobacco and/or tobacco paraphernalia including

e-cigarettes on school property or at any school sponsored activity	Step 5
• Use, sale, or possession of drugs and/or paraphernalia (or) alcohol on school grounds or school sponsored activity to include under the influence	Step 6
• Possession of medications (over the counter or prescription)	Step 4-6
• Sexual misconduct	Step 4-6
• Defacing (vandalism) or otherwise injuring property that belongs to the school district (plus restitution for damages)	Step 2-6
• Assault/Fighting at school or at school/district sponsored activities	Step 5-6
• Instigating, boosting or running towards a fight	Step 4-6
• Use or possession of firearms, knives, or other dangerous objects/weapons/materials/chemicals or fireworks	Step 6
• Unsafe operation or unauthorized use of automobile or other motor vehicle on or around school property	Step 1-6
• Cheating/Plagiarism	Step 1-4
• Unauthorized absence from class (cutting/skipping class)	Step 4
• Truancy from school	Step 3
• Leaving campus without authorization	Step 3
• Being in an unauthorized area, out of assigned area or trespassing	Step 2
• Tardy (to school or class)	Step 1-5
• Bullying, harassment, to include sexual harassment, intimidation, threats or implied threats towards others	Step 5-6
• Public displays of affection	Step 1-2
• Using forged or altered documentation (report cards, progress reports, parental notes, hall passes, etc.)	Step 2-4
• Assaulting a teacher or school/district personnel or making/implying threats to same	Step 6
• Profanity directed towards or while speaking to a teacher or staff	Step 4-6
• Use of cellular or electronic device and/or refusal to give device to staff	Step 2-5
• Possession of a cigarette lighter or other flame producing device	Step 2-4
• Gang drawings, clothing, hand signals or other gang related behavior or activities on campus	Step 4-6
• Theft, stealing and/or possession of stolen items	Step 4-6
• Persistent misbehavior or class disruption	Step 1-6
• The unauthorized sale of anything, including candy and personal belongings on school property	Step 2-3
• Horseplay or horseplay resulting in injury	Step 1-5
• Inappropriate use of electronic devices to include but not limited to any unauthorized videotaping or picture taking of other students or faculty/staff	Step 3-5
• Items or clothing that are offensive because of reference to race, sex, ethnic group, etc. shall be prohibited anywhere on school property including vehicles	Step 1-6
• Other behavior as determined by the administration	Step 1-6
• Improper behavior anywhere on campus and/or at any school/district sponsored activities	Step 1-6

Discipline Ladder

Step 1

1. Contact parent or legal guardian (phone, e-mail, or mail)
2. Student conference with an administrator

Step 2

1. Contact parent or legal guardian (phone, e-mail, or mail)
2. Possible ISI assignment

3. Any student who is disruptive or uncooperative in before or after-school detention or ISI will be referred for additional discipline.
4. The additional detention or ISI assignment will be reassigned during the parent conference.

Step 3

1. Contact parent or legal guardian (phone, e-mail, or mail)
2. Student will be assigned to the ISI program and a parent conference with an administrator may be required after the completion of the ISI program.
3. If the student is disruptive or uncooperative in the ISI program, he/she will be assigned to Exclusion after parent contact and the time assigned to ISI will be reassigned to serve at a later date.

Step 4

1. Contact parent or legal guardian (phone, e-mail, or mail)
2. A combination of Exclusion/Out-of-school suspension and ISI time and a parent conference may be required.

Step 5

1. Contact parent or legal guardian (phone, e-mail, or mail)
2. Three to nine (3-9) days Exclusion/Out-of-school suspension and possible loss of the opportunity to participate in or attend any extracurricular activities for an extended period of time or permanently as determined by the administration
3. A parent conference may be required at the end of the suspension or exclusion time.

Step 6

1. Contact parent or legal guardian for immediate conference
2. Alternative Learning Center referral/assignment
3. Out-of-school suspension (maximum 9 days) and a recommendation to a District Disciplinary Review Committee hearing (DDRC) for expulsion from all schools
4. Loss of privileges during the time in the Alternative School or during the time of Exclusion and/or Expulsion.
5. Multiple assaults or fighting will result in automatic Alternative School Placement (ALC) for grades 6-8.
6. An assault or fighting will result in automatic Alternative School Placement (ALC) for grades 9-12.
7. A School Resource Officer (SRO) and/or local law enforcement agencies will be notified of all assaults or fights.

Other disciplinary procedures:

1. The building principal or his/her designee has the responsibility or right to place students on the next higher step after placement on any one (1) step as deemed appropriate due to a student's behavior.
2. A School Resource Officer (SRO) and/or local law enforcement may be contacted for any Step 4-6 offenses.
3. Section 37-11-18 Mississippi Code requires that any student who brings a knife and/or any other weapon on the school campus must be referred for a District Disciplinary Review Committee hearing and automatic expulsion.

In School Isolation (ISI)

We encourage all students to behave in socially acceptable ways and have in place classroom and school-wide incentives to reward our students for good behavior and good citizenship. However, students who break classroom and/or school rules could be subject to isolation in the in-school suspension room.

Early Intervention (K-5)

The Early Intervention Program is designed to provide both an alternative to expulsion for disciplinary infractions, provide opportunities for students to develop skills necessary to insure appropriate study and

behavioral habits, and/or provide intensive academic assistance in a small group setting. The goal of this program is to get students on the “right track” to success by assisting them in acquiring necessary skills to change the behaviors that led to the disciplinary actions, while helping them accept responsibility for their behavior. Assignment to Early Intervention Program may occur as a consequence of office referrals or habitual classroom disruption. The early intervention class for K – 5 students is located on the Alternative Learning Center campus.

Exclusion (6-12)

Exclusion will be used by MPHS and Magnolia Middle School administration to place students in a highly structured classroom located at the Alternative Learning Center (ALC) in lieu of out of school suspension. The time served will be spent completing assignments provided by the students’ teachers or ALC school staff.

Students will be isolated from others throughout the day and will be expected to follow all rules, policies, and procedures of Exclusion. To be eligible to return to their home school, students must be present for the days assigned, make adequate effort to complete their assignments and be in full compliance with the school uniform policy.

Rules and procedures of Exclusion:

- Students shall be dropped off either by bus or by parent/guardian between 8:00 and 8:15 am at the Alternative Learning Center. Tardiness and partial-day absences will result in an additional days to serve.
- Students will not drive to school.
- In the afternoons, students will ride their usual bus, or be picked up by parent or guardian. If they do not usually ride a bus one will be assigned to them.
- Students need to know their bus number and lunch number prior to coming to Exclusion.
- Students may not bring non-educational items to school. ALC will provide general school supplies.
- Students must be uniform compliant.
- No gum, cell phones, or book bags are allowed.
- Students are not allowed to be present on any campus other than ALC during their Exclusion assignment period.
- Students are not allowed to participate in extra-curricular activities (including practice) until their Exclusion assignment period is completed.
- Assignments that are completed while in Exclusion will be returned to the student’s home school by ALC school staff.
- Students will earn additional days in Exclusion if they do not follow Exclusion rules.

Overnight Suspension/Parent Care

Overnight suspension requires a conference between the principal and the parent/guardian before the student will be allowed to return to class. While the student is not officially placed in out-of-school suspension, it is the responsibility of the parent to meet with the principal to discuss the student’s behavior. Overnight suspension may be used in conjunction with other disciplinary actions as deemed appropriate by the building principal or other school administration.

Out-Of-School Suspension

Out-of-school (OSS) suspension is a forfeiture of participation in regularly scheduled school activities for the time designated during suspension. In all cases, parents must have a conference with the designated school administrator before the student is allowed to return to classes. A telephone call is not acceptable. Students are not permitted on campus or at any school activity during their suspension period.

NOTE: Any student suspended from school shall be allowed to make up work. It is the responsibility of the student to turn in make-up work within three (3) days of their expected return.

Expulsion

Expulsion is the total exclusion of the student from participation in or attendance at school or any school related activity. A student may be recommended for expulsion by the principal. A disciplinary committee hearing, or a meeting with the superintendent in some cases, is then held for the student. The disciplinary committee/superintendent may make a recommendation of expulsion to the school board. Only the school board has the power to expel a student from school. Furthermore, when a student is expelled from school, the period of the expulsion may be either for the remainder of the current school year or one (1) full calendar year as determined by the severity and nature of the offense. Any expelled student must petition the School Board for re-entry to the school district.

NOTE: The superintendent of schools and the principal of a school shall have the power to suspend or expel a student for good cause, including misconduct in the school or on school property, as defined in the Mississippi Code of 1972 Section 37-11-29, on the road to and from school, or at any school-related activity for conduct on property, other than school property, other than at a school-related activity or event when such conduct, in the determination of the superintendent or principal, renders that student's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the students and teacher of such class as a whole, or for any reason for which such student might be suspended, dismissed, or expelled by the school board under state or federal law or any rule, regulation, or policy of the school district. Mississippi Code of 1972, Section 37-11-29. See Board Policy Section: J, Policy Code: JDE, Expulsion.

Restitution For Damages

The student's parent, guardian, or custodian is responsible financially for his or her minor child's destructive acts, including fines incurred for criminal acts against property or persons. School districts are entitled to recover damages in an amount not to exceed twenty thousand dollars (\$20,000) plus necessary court costs from the parents of any minor under the age of eighteen (18) belonging to such school district.

WEAPONS POSSESSION ON EDUCATIONAL PROPERTY

No student, employee, or visitor may possess a weapon in, on, or about school buildings, grounds, athletic fields, or any other property used for school-related purposes, except as permitted by law.

A. Definition of Prohibited Weapons include, but may not be limited to:

1. Gun, rifle, pistol, other firearm
2. Dynamite cartridge, bomb, grenade, mine, or other explosive
3. BB gun, air rifle, air pistol
4. Bowie knife, dirk, dagger, switchblade, pocketknife, other knife or bladed tool/device
5. Slingshot, leaded cane, blackjack, or other artificial metallic knuckles
6. Razors, razor blades, any sharp-pointed or edged instrument (except instructional supplies, unaltered nail files and clips and tools used only to prepare food or for instruction and maintenance of school property)
7. Any instrument having the effect or appearance of a weapon (including utensils, imitation firearms or knives etc.)

B. Penalties for Violations

Any visitor who violates this policy shall be reported to the Moss Point Police Department and appropriate local law enforcement officials in accordance with policy JCBF and asked/required to leave school property immediately. Further legal action, including, but not limited to, filing criminal charges may be taken as deemed necessary. Any and all violators of this policy may be subject to criminal action and penalties as provided in Miss. Code 97-37-17. ***NOTE: A copy of MS Code 97-37-17 is posted in public view at each school in the district.***

Weapons - Automatic Expulsion

Students who violate this policy shall be afforded all due process rights and procedures provided by any and all policies of the school district. However, suspensions awarded by the provisions of this policy shall not be delayed or postponed because of tests and / or examinations.

1. Guns/Firearms (Possession)

Any student who has in his/her possession any type of gun/firearm, operable or inoperable, or toy gun while he/she is in school, on school property, on the school bus, on the way to and from school, or at any school function or activity will immediately be suspended and recommended for expulsion by the superintendent or principal of the school where the offending student is assigned.

2. Other Weapons (Use)

Any student who uses or threatens to use any hard or sharp object, regardless of its original purpose, for a weapon while he/she is in school, on school property, on the school bus, on the way to and from school, or any school function or activity will immediately be suspended and recommended for expulsion. Examples of such weapons, but not limited to; knife, bully club, brass knuckles, ammunition, throwing stars, pipe club, brick, bat, chain, razors, box cutters etc.

3. Other Weapons (Possession)

Possession by students, of any hard or sharp object, regardless of its original purpose, that may be considered a weapon while he/she is in school, on school property, on the school bus, on the way to and from school, or any school function or activity shall be considered in violation of this policy. Suspensions or other punishment for violation of this section of the policy shall be issued by the principal, or designee, who shall deal with each individual case based on the circumstances.

4. Permitted Use/Possession

ONLY the superintendent may give prior approval for weapons to be on or about school district property under the following circumstances:

1. Students may possess weapons on school property only when the weapons are used for school-sponsored activities
2. NJROTC ceremonies and activities

NOTE: Any weapon possessed and/or use by a student shall be seized and turned over to the school district's police department. Principals shall exercise their own discretion in each instance concerning the necessity of the notification of the appropriate law enforcement authorities. When the student is considered to possibly be dangerous to himself or others, or when the student is recommended for expulsion for violation of the School Safety Act of 2001, the parent's only avenue of appeal is through the District Disciplinary Review Committee (DDRC) Hearing process.

DUE PROCESS PROCEDURE (SUSPENSIONS)

Parent/Guardian Appeal Process

Disciplinary decisions should be resolved at the school level. The guidelines listed below provide the means to appeal decisions when parents have reason to believe school and district policies or procedures have not been followed. All appeals shall be made in writing and submitted to each level within two (2) school days by 4:00 p.m. of receiving the decision.

1. A written appeal by a parent/guardian based on procedure or policy that may not have been followed must be delivered to the principal by 4:00 p.m., two (2) school days from the date listed on the discipline documentation.

2. The **building principal** has two (2) school days after receiving a written appeal to respond to a parent. The principal shall respond to the parent in writing. The principal will make the decision to uphold the original discipline outcome or revise the discipline outcome based on the parent appeal.
3. If the parent does not agree with the principal's final decision, the parent can appeal in writing to the assistant superintendent or designee within two (2) school days of the date on the principal's response. The appeal must be delivered to the assistant superintendent or designee by 4:00 p.m. on the second school day.
4. The **assistant superintendent** or designee has two (2) school days after receiving a written appeal to respond to a parent. The assistant superintendent shall respond to the parent in writing. The assistant superintendent will make the decision to uphold the original discipline outcome or revise the discipline outcome based on the parent appeal.
5. If the parent does not agree with the assistant superintendent's final decision, the parent can appeal in writing to the superintendent or designee within two (2) school days of the date on the assistant superintendent's response. The appeal must be delivered to the superintendent or designee by 4:00 p.m. on the second school day.
6. The **superintendent** or designee has two (2) school days after receiving a written appeal to respond to a parent. The superintendent shall respond to the parent in writing. The superintendent will make the decision to uphold the original discipline outcome or revise the discipline outcome based on the parent appeal.
7. In all disciplinary decisions, other than those which involve an out-of-school suspension of ten (10) or more days, and/or a recommendation for expulsion, the superintendent's decision shall be final, subject to review and approval or disapproval by the Board of Trustees of those decisions which are appealed.
8. Students who are suspended for ten (10) days or expulsions, a student shall have the right to a due process hearing, be represented by counsel, to present evidence and cross-examine witnesses presented by the district. The student and the student's parent, legal guardian or person in custody of the student may appeal a suspension of more than ten (10) days and expulsions to the school board. The standard in all disciplinary proceedings shall be substantial evidence.

Video / Audio Surveillance

The Board authorizes the use of audio/visual monitoring equipment in classrooms, hallways, buildings, grounds, and buses for the purpose of maintaining a safe school environment.

Because of FERPA and confidentiality concerns, only authorized school personnel or law enforcement officials will be permitted to review surveillance records. Video cameras may be used in locations as deemed appropriate by administrators.

Video / Audio motoring equipment shall not be used in areas where persons have a reasonable expectation of privacy. Signage will be posted in areas where video / audio may be in use.

SCHOOL BUS REGULATIONS

The privilege of riding the bus carries with it a responsibility on the part of the student. Students who accept this responsibility are encouraged to ride while those who do not may be denied this privilege. Bus drivers are expected to keep order and discipline on the bus, but their major responsibility is to drive the bus; therefore, students are to follow these regulations included in this section.

Loading And Unloading

1. Be at your bus stop or assigned loading zone on time
2. Exercise extreme caution in getting to and from your bus stop
3. Look in both directions before stepping from behind parked cars and before crossing any roadway
4. Stay out of the roadway until the bus comes to a complete stop and the bus driver indicates that it is safe to move to the bus

5. Do not play on or near the road while waiting for the bus to arrive
6. Always walk on the left side of the road facing on-coming traffic and step off the road when a motor vehicle approaches
7. Use the hand rail while getting on and off the bus
8. When you must cross the road or enter the bus, or after leaving the bus, always cross in front of the bus upon the signal of the driver
9. Students who ride a bus to and from school are subject to school regulations of conduct.

The school bus driver is empowered to enforce school regulations by reporting all student safety violations to the principal. If any student persists in disobeying any of the rules of good conduct, school officials may suspend or end free public transportation of the disobedient student.

While On The Bus Students Shall:

1. Be courteous.
2. Follow the instructions of the bus driver.
3. Not distract the driver except in an emergency.
4. Must identify themselves properly when requested to do so by the school bus personnel.
5. Speak in a conversational tone; no loud talking.
6. Remain seated on the bus at all times.
7. Keep their entire bodies and possessions inside bus.
8. Use the emergency door only in a true emergency.
9. Sit in seats assigned by the driver.
10. Be held financially responsible for any damage to the bus.
11. Not be allowed to get off the bus before arriving at school.
12. Not have unauthorized items on the bus.

The following behaviors are prohibited but not limited to: Profane language, smoking or use of tobacco products, drug or alcohol use or possession, fighting or scuffling, consumption of food or beverages, throwing objects within or from the bus, disrespect or disobedience to driver, failure to follow instructions, violation of safety rules,

Any student desiring to ride a different bus or to depart at a different stop shall present to the driver a note signed by his or her parent and approved by the school principal. Please note that approval to ride a different bus simply to go home with another student for an overnight stay or for a visit will not be granted due to the limited space available on buses. Each passenger is expected to help in keeping the bus clean.

School Bus Disciplinary Ladder

A student's failure to conform to acceptable standards of behavior and courtesy while on a school bus will result in his/her being subject to disciplinary action. Should a student choose to break a rule, the following actions will be taken:

1. Warning issued to the student from the principal; parent contacted
2. Three (3) day bus suspension; parent/student contact required with the principal before student may ride the bus again
3. Five (5) day bus suspension; parent/student contact required with the principal before the student may ride again
4. Ten (10) day bus suspension; parent/student conference required with the principal before the student may ride again
5. Loss of bus privileges for the remainder of the school year
6. A student may be placed at a higher level (or lower level) of the discipline ladder as deemed appropriate by the principal due to the student's behavior.

NOTE: Rules and Regulations of the State Board of Education Concerning Conduct Upon Public School Buses as Authorized by Chapter 15, Section 10, of the Extraordinary Session of 1953, and amended by House Bill 893

Laws of 1973: It shall be the duty of the passengers transported in school buses owned and operated or contracted by the public school districts to conduct themselves in an orderly manner. The passengers shall abide by rules and regulations of the State Board of Education and rules and regulations adopted by the boards for the respective school districts.

COMPLAINTS OF BULLYING OR HARASSING BEHAVIOR

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

Definitions

Bullying or harassing behavior is any pattern of gestures or written, electronic, or verbal communications, or any physical act or any threatening communication, or any act reasonably perceived as being motivated by any actual or perceived differentiating characteristic that (a) places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property, or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities, or benefits. A "hostile environment" means that the victim subjectively views the conduct as bullying or harassing behavior and the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is bullying or harassing behavior. Bullying or harassing behavior will not be condoned or tolerated when it takes place on school property, at any school-sponsored function, or on a school bus, or when it takes place off school property when such conduct, in the determination of the school superintendent or principal, renders the offending person's presence in the classroom a disruption to the educational environment of the school or a detriment to the best interest and welfare of the students and teacher of such class as whole.

Procedures for Processing a Complaint

Any student, school employee, or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee, or volunteer has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor, or other school official. The report shall be made promptly but no later than five (5) calendar days after the alleged act or acts occurred. The school official shall complete a "Bullying/Harassing Behavior" (Board Policy JDDA) complaint form which shall include the name of the reporting person, the specific nature and date of the misconduct, the names of the victim of the misconduct, the names of any witnesses, and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal who shall institute an immediate investigation. Complaints against the principal shall be made to the superintendent and complaints against the superintendent shall be made to the Board President. The complaint shall be investigated promptly. Parents will be notified of the nature of any complaint involving their child. The District official will arrange such meetings as may be necessary with all concerned parties within five (5) working days after initial receipt of the complaint by the District. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint will be reduced to writing. The District official conducting the investigation shall notify the victim and parents as appropriate when the investigation is completed and a decision regarding disciplinary action, as warranted, is determined. If the victim is not satisfied with the decision of the District official, he/she may submit a written appeal to the superintendent. Such appeal shall be filed within ten (10) working days after receipt of the results of the initial decision. The superintendent will arrange such meetings with the victim and other affected parties as deemed necessary to discuss the appeal. The superintendent shall provide a written decision to the victim's appeal within ten (10) working days. If the victim is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board. Such appeal shall be filed within ten (10) working days after receipt of the decision of the superintendent. The Board shall, within twenty (20) working days, allow the victim and parents as appropriate to appear before the Board

to present reasons for dissatisfaction with the decision of the superintendent. The Board shall provide a written decision within ten (10) working days following the victim's appearance before the Board. **See form on next page:**

Moss Point School District

HARASSMENT, VIOLENCE, DISCRIMINATION OR BULLYING REPORT FORM

The Moss Point School District prohibits harassment, violence, discrimination and bullying in all forms, including on the basis of a person's actual or perceived race, color, creed, religion, national origin, sex/gender (including harassment based on gender identity and expression), marital status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status. If you or someone you know has experienced harassment, violence, discrimination, or bullying at school or at any school-related event for any reason, you may make a report to have the incident(s) investigated by the District. Any student, parent/guardian, or district employee may complete this form and return it to any administrator, counselor, or student service advocate. Alternatively, you may make a verbal or written report to an administrator, counselor, or student service advocate. Any district employee who receives a completed report form or any other written or verbal report will immediately notify the school principal or Title IX Coordinator of the report, who will designate the person to investigate and resolve the report pursuant to the District's policies and federal and state laws.

The District will not disclose the identity of any individual who makes a report, except to the District personnel designated to investigate the report or as required by law. Retaliation against any individual who makes a report or who participates or assist in any investigation of harassment, violence, discrimination, or bullying is strictly prohibited.

*Please provide as much information as possible. All requested information is optional.
Please continue on the back of this page or on additional sheets if necessary.*

1. Preliminary Information

Date of Report: _____

Name of Person Making Report: _____

Phone Numbers(s): _____

Email address: _____

I am a (check one):

Student (Grade level/School: _____)

Employee (Position/School: _____)

Parent/Guardian

Other: (List: _____)

2. Report Information

Please provide the name(s) of all persons (including yourself, if applicable) who were the target of discrimination, harassment, or bullying:

Please provide the name(s) and/or descriptions of all individuals (students, school employees, school visitors, or others) who engaged or participated in the alleged discrimination, harassment, or bullying (if known):

Description of Incident (continue on back of this sheet or on additional sheets if necessary):

CAFETERIA/CHILD NUTRITION

Civil Rights Statement: The Moss Point School District Office of Child Nutrition is an equal opportunity provider.

Breakfast Hours: 30 Minutes before the start of the school day

Free Priced Meals: Under the USDA Community Eligibility Provision (CEP), free meals are offered to all students registered in the Moss Point School District. If a note from a licensed physician indicates allergies to certain foods, an alternative will be offered.

Moss Point schools adhere to a closed campus policy - NO EXCEPTIONS.

- **Cafeteria Schedule:** It shall be the responsibility of the principal to arrange the schedule so that the students will have a minimum of 25 minutes to enter the cafeteria, eat their lunch and return to their classroom. Dissatisfaction with the manner in which the cafeteria prepares and serves food and any recommendation for improvement will be expressed to the principal who will take the matter under advisement with the Cafeteria Manager and Child Nutrition Administrator.
- **School Health Council:** It shall be the responsibility of the principal to monitor a minimum of three (3) School Health Council meetings per school year as determined by the Mississippi Department of Education.
- **Kitchen Access:** Only Child Nutrition employees shall be admitted to the kitchen during preparation and serving hours except repairmen, deliverymen, or other persons essential to the operation of the cafeteria.
- **Healthy School Environment:** Any food sold or offered to students during regular school hours must pass the Beverage and Snack Regulations for MS Schools set by the Mississippi Department of Education.
- **Competitive Food:** No food items will be sold on school campus for one (1) hour before the start of any meals service period through the entire meal service time. Any food brought on campus for student consumption must abide by the "Smart Snacks in Schools" regulations enforced by USDA. Students and school staff are not allowed to bring any commercially labeled food or beverage containers from outside the school cafeteria during meal times.
- **Nutrition:** The Child Nutrition Program shall serve only those foods that are components of the approved Federal Meal Pattern being served and any additional foods necessary to meet the nutrition requirements of the age group being served.
- **Cafeteria Sales:** With the exception of dairy products and bottled water, a student may not purchase individual components of the meal without taking a complete reimbursable meal. Students who bring lunch from home may purchase only dairy products and/or bottled water. No items purchased in the cafeteria may be removed.
- **Additions:** Further, this section will comply with all applicable provisions of the State of Mississippi Department of Education Policy and Procedure Manual for Child Nutrition Programs, July 2000, and with all other applicable federal and state laws.

Selling Items On Campus

The sale or trade of anything, including candy, toys, jewelry, and other personal belongings, on school property is prohibited without special permission from the principal.

CELL PHONE/ELECTRONIC DEVICES POLICY

The Board of Education of the Moss Point School District prohibits the use of pagers, beepers, laser lights, cell phones, wireless ear plugs, or other electronic devices by students at school or on school property during school hours. Student cell phones brought onto campus must be off, not visible and in the student's bookbag. Such items used or visible during school hours are in violation of this policy and subject to confiscation. The

Moss Point School District is not responsible for any device lost, stolen, or damaged on school property or at any school activity.

Toys, Games, Cell Phones, Etc.

To minimize disruptions and prevent the possibility of theft or damage, toys will not be permitted at school. This includes, but is not limited to, items such as laser pointers, radios, tape players, games, beepers, yo-yos, sports cards, athletic balls, sunflower seeds, etc. In addition, video computer games and tapes (ex. Gameboys) are not permitted at school. If this rule is broken and an item is confiscated from a student, it will be given to the parent or guardian upon request in the principal's office with the exception of electronic devices.

NOTE: Cell phones are NOT allowed at the Alternative Learning Center.

Violations to the Cell Phone/Electronic Device policy will result in a disciplinary referral with the following consequences:

1st Offense - Device is held for five (5) school days; parent signature required for pick up

2nd Offense - Device is held for ten (10) school days; parent signature required for pick up

3rd Offense - Device is held for the remainder of the semester; parent signature required for pick up

4th Offense - Device is held until the end of the school year; parent signature required for pick up

All devices confiscated by the school will be stored in a secure location at the school. The confiscation period begins on the day following the confiscation. A parent may request the device from school administration at the end of the confiscation period. Elementary parents may retrieve devices after 2:45 p.m. daily. Secondary parents may retrieve devices after 3:30 p.m. daily. The school is not responsible for devices not retrieved within five (5) days of the confiscation period ending.

MEDICATION

School Board Policy limits the dispensation of medications for chronic illnesses to those prescribed by a physician. A completed consent form (available at each school) must be on file in the nurse's clinic. All medication must be in the original prescriptive container and appropriately labeled. All medication must be brought to school by the student's parent or guardian and given to the school nurse.

NOTE: NO MEDICATION MAY BE BROUGHT TO SCHOOL BY A STUDENT. (Prescription or Over the counter)

Contagious Diseases, Serious Injuries, Etc.

Any student who is found to have a contagious disease, or a serious injury, must be required to present a doctor's certificate of clearance to the office prior to the student being allowed to return to class. Refer to MPSD policy JGCC for more information.

Head Lice

Parents/guardians of students found to have head lice will be required to provide proof of proper treatment before the child is allowed to return to class. A parent or guardian must accompany the student to the nurse's clinic before the student is allowed to return to school. A head check will be conducted upon reentry. There are numerous items which treat this condition available at the local store. Additional information may be obtained from the school nurse or the health department regarding the proper treatment for your child and your home. Only one (1) day of absence shall be documented for each occurrence.

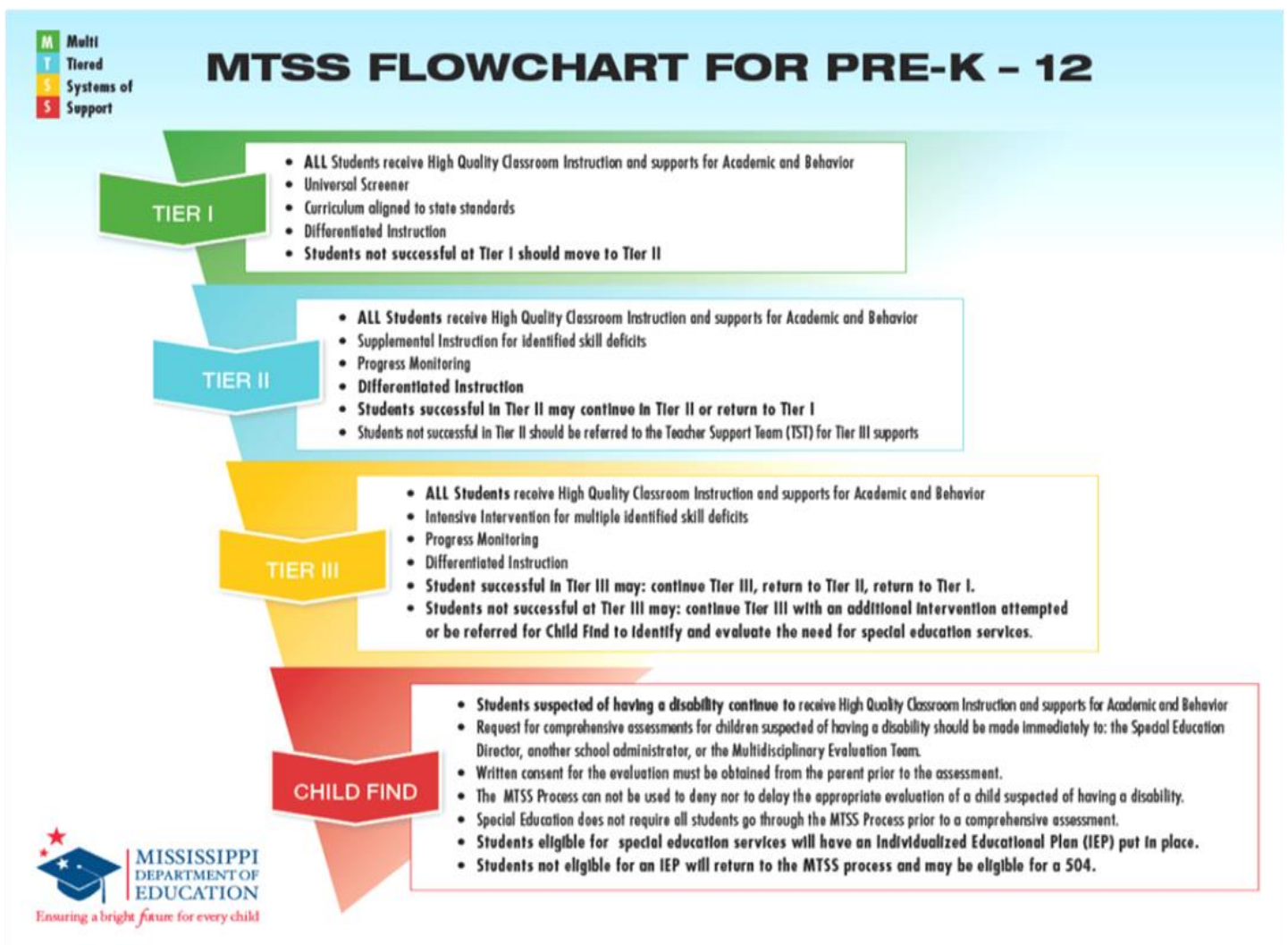
MULTI-TIERED SUPPORT SYSTEM/STUDENT INTERVENTION PROCESS

Student Assistance Requests

When any verbal/written statement/request is received from a parent, teacher, student, or other referring source, the following procedures will be followed:

1. The person receiving the request shall complete the Request for Assistance form and forward the referral to the Multi-Tiered Support System Chairperson at the appropriate school. The referral form shall be available to any employee of the school district or outside referring agency.
2. The Multi-Tiered Support System chairperson shall follow established procedures to assure that each student's individual needs are appropriately evaluated and addressed.
3. Parental input will be guaranteed by appropriate parent notification of meetings and the assurance that all applicable procedural safeguards will be followed.

Multi-Tiered Support System/Student Intervention Process



GUIDANCE SERVICES AND COUNSELING

It is the objective of each school's Guidance Department to help each student profit as much as possible from his/her school experiences. The emotional and social well-being of the student directly affects his/her learning.

The guidance and counseling process is based on an understanding of each student, gained from his/her cumulative record, his/her individual background, and from the analysis of test results. The counselor's role includes assisting students in obtaining information about themselves, their values, vocational and educational interests, aptitudes and abilities, thereby enabling them to use this information on making decisions. Emphasis is placed upon the ability of the student to make wise decisions and solve his/her problems independently in order that he/she may grow and mature, making his/her unique contribution to society in a positive manner. If at any time students or parents want information or assistance, please contact the guidance office. All confidences are respected. Appointments for parent-teacher conferences may be made by calling the school office.

School Library

Students and teachers have unlimited access to all books and other materials belonging to the school library. Students may enter the library at any time during the day with permission from the teacher – providing the librarian is available and a class is not in session.

Periodicals are kept on file for five (5) years. Single volumes of encyclopedias with a copyright date five (5) years old or older may be checked out overnight.

Books are checked out for a one (1) week period and may be renewed 2 other times for one (1) week periods. Students are responsible for books which they check out. Students will be required to pay for lost or damaged books. A fine of five cents (\$.05) per day is charged for every library book overdue. Students may check out one (1) to three (3) books per library visit.

Textbooks

The Superintendent or designee shall establish procedures to support this policy. The school district provides textbooks free of charge to students. It is the duty of each student to care for the textbooks to the best of his/her ability. Students who lose or damage textbooks are required to pay for them. Students should take pride in the upkeep of their textbooks. Teachers are instructed to assess fines for amounts up to the current value of a book when it is obvious that the student has damaged or defaced the book. The Mississippi Public School Accountability Standard for this policy is standard 19.

Textbook fines and damage replacement schedule:

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

Book Fine Refunds

- Book fine refunds can only be processed in the same school year in which they were collected
- No refund of a fine can be made with cash. It must go through the requisition process.
- Fines shall be assessed to the parent/legal guardian for loss or damage to these textbooks per state law

Library Book Fines

- Most library books etc. are purchased by the District. Some are donated, as are other materials. We ask that all these materials are treated respectfully.
- Fines for books returned late are never refunded.
- Damaged book fines are never refunded.
- Fines for lost books can be refunded so long as no damage has been done. A handling fee of 10% will be charged to process paperwork.

Text Book Fines

- Fines for damaged textbooks will not be refunded.
- Fines for lost textbooks that are returned will have possible refunds within the constraints of the policy as set by the School Board.
- A handling fee of 10% will be assessed when a refund is made.

Telephone Use

The office telephone is to be used by students ONLY in case of illness or an emergency. Students are expected to make necessary transportation and materials arrangements before they come to school. Forgotten books, assignments, and/or notes are not considered to be emergencies. Students should also make arrangements for after school activities before coming to school.

Parties At School

Each elementary class is allowed two (2) parties per year to be chosen from: Halloween, Christmas, Valentine's, Easter, or end of the year. Students will not be allowed to hold birthday celebrations during school hours. Do not send items to school to celebrate birthdays, i.e. balloons, flowers, cakes.

Extracurricular Events

Students must be in attendance at least 63% of the day to be eligible for participation in any school related extra-curricular activity (example: PTO programs, club meetings, etc.). The principal may modify the policy for extenuating circumstances.

Permission to attend after school events and transportation arrangements should be secured by the student prior to coming to school on the day of the event. Students will not be allowed to make telephone calls to obtain this information.

Visitors

Any person desiring to visit a school must report upon arrival 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 learning environment or 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 directed to the school office to be greeted by the principal and or their designee. All visitors are to be made to feel welcome. However, there shall be no solicitation of teachers or students 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.

Procedures For School Visitation

Upon approval, all visitors should report directly to the principal's office to sign-in and receive a visitor's badge. Visitors must leave their driver's license or picture ID in the office in exchange for a visitor's badge. This visitor's badge should be worn at all times while on campus. All visitors must sign out prior to leaving the building at which time the visitor's badge will be exchanged for the driver's license or picture ID. 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.

Student Visitation

Due to space constraints in classrooms, visitors will not be allowed to visit students or accompany them as 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 unless escorted by an administrator.

Parent Resource Center

The Moss Point School District has a Parent Resource Center located at Moss Point Family Education Center, 3524 Prentiss Street, Moss Point, MS 39563. Contact number is 228-475-7101.

Throughout the school year, parent workshops are also offered to provide information on parenting skills, ways to develop study skills in children and relevant topics relating to the home-school connection. If you have a suggestion for a workshop topic or a particular need in working with your child, please contact the parent center with your suggestions.

Parent-Teacher Organization (PTO)

This board recognizes the constructive role which the parent-teacher groups can play in the school system. The effective leadership provided by these organizations is valuable to the improvement of educational programs and community support of the schools. The organization encourages close cooperation between home and school and is important to the successful development of a child.

Moss Point School District Parent Involvement Policy

It shall be the policy of this school district to implement programs, activities, and procedures for involvement of parents in programs assisted under Title I consistent with the provisions of Sections 1118. Such activities shall be planned and implemented with meaningful consultation with parents of participating children. The school district shall develop jointly with, agree upon with, and distribute to, parents of participating children a written parent involvement policy that is incorporated into the school district's plan developed under Section 1112,

establishing the expectations for parent involvement and describing how the school district will involve parents in the planning, review, and improvement of the Title I Program.

The Goals of Parent Involvement are as follows:

1. To provide effective and positive communications between schools, home and community
2. To promote parent and community involvement so that parents and community members become effective partners in education
3. To provide parenting education awareness training programs and activities that are beneficial for parents and children
4. Actively recruiting the support and involvement of parents in the education process

To achieve these goals the Moss Point School District Title I program will:

1. Convene annually a public meeting for parents of each school site to seek parental input into the planning, design, and implementation of Title I project. If possible, these meetings will be held at flexible times to better coordinate with the family schedules.
2. Notify parents of the types of services available and identification of Title I staff.
3. Conduct meetings for parents in order to provide project information, seek input, and conduct workshops for topics of interest to parents including parenting education, information about specific school subjects, and behavior management or discipline.
4. Encourage communication among parents, district staff, and Title I staff by establishing personal or telephone contact with Title I parents throughout the school year.
5. Respond to parent recommendations in a timely manner.
6. Inform parents of annual program results and student progress evaluations (also called the annual evaluation of the Title I program).
7. Assess annually the Title I parental involvement program by compiling data regarding frequency and type of involvement, reviewing workshop and meeting evaluation forms, and surveying parental interests, needs, and program satisfaction.

To further meet the requirements of Section 1118 of Title I, the school district shall provide parents of participating children:

1. Timely information about programs under Title I.
2. School performance profiles as required under Section 1116 (A) (3) and their child's individual student assessment results, including an interpretation of such results.
3. A description and explanation of the curriculum in use at the school level, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet.
4. Opportunities for regular meetings to formulate suggestions, share experiences with other parents, and participate as appropriate in decisions relating to the education of their children if such parents so desire.

Each school served under Title I may amend the district's Parent Involvement Policy, if necessary, to meet the requirements of Section 1118(b). As a component of the school-level parental involvement policy, each school shall jointly develop with parents for all children served under Title I, a school-parent compact that outlines how parents, school staff, and students will share the responsibility for improved student achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's standards.

Lost And Found

All items found on school premises should be taken immediately to the principal's office. Inquiries about lost items should be made in the principal's office. If the lost item has not been turned in, a description of the item and the student's name should be left with the person in charge of the lost and found desk. Valuable articles

such as money, purses, glasses, car keys, watches, and jewelry should be brought to the principal's office where the items may be identified.

A place for lost and found articles has been designated at each school. Any student who finds an article should take it to the designated location immediately so that the owner may claim it. Articles left in the Lost and Found will be donated at the end of each semester. The school will not be responsible for these items.

Daily Communication Folders / Planners

Ongoing communication between teachers and parents is crucial. Every effort will be made to send all graded work and parent communications home with students through the use of communication folders. These folders should be signed by the parent/guardian and returned to the teacher as requested.

SCHOOL SEARCHES

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

Search Requirements

1. All searches must be pre-approved by the superintendent, principal, and assistant principal or acting principal. No other district employee may authorize a search except where an emergency situation exists.
2. At least two (2) district employees must be present while a search is conducted. If, in the discretion of the administrator or employee conducting the search, the search is particularly intrusive, the person conducting the search and the witnesses, or at least one of them, should be the same gender as the student.
3. No student other than the student who is the subject of the search may be present during the search. All searches must be reasonable in scope.

Searches Permitted

Searches are permitted as follows:

1. **PERSON, POSSESSIONS, and LOCKERS:** Searches of a student's person, possessions, or lockers may be conducted if a district employee has reasonable suspicion that a student has violated or is violating a district policy, school rules or regulations, or the law and that the search will result in discovery of evidence of such violation.
2. **DESKS AND OTHER SCHOOL PROPERTY:** Searches of desks and other school property (except lockers) may be conducted at any time, with or without reasonable suspicion of a violation.
3. **VEHICLES:** Searches of vehicles driven to school by or for students may be searched by visual inspection with or without reasonable suspicion of a violation. If a visual search results in individualized reasonable suspicion of a violation, a more intrusive search of the vehicle may be conducted at the direction of the principal.
4. **CANINE SEARCHES:** The District may at any time utilize canines to search vehicles, possessions not on the student's person, desks, lockers, and other school property, with or without reasonable suspicion of a violation. A canine response indicating the presence of contraband constitutes reasonable suspicion and a more intrusive search may be conducted at the direction of the principal.
5. **GROUP SEARCHES:** Caution shall be exercised when a search involving a number of students is conducted. In most instances, in order to justify a search, the District's reasonable suspicion must be based on suspicion of an individual student. Exceptions to this requirement are appropriate only where

the intrusiveness of the search is minimal, such as canine searches of lockers, desks, or book bags or automobile searches, etc.

6. **STRIP SEARCHES:** No student shall be subjected to a strip search except where an emergency situation exists and with pre-approval by the **Superintendent or designee**. No student shall be asked to remove any article of clothing in the presence of a member of the opposite gender or other students.

Definitions

1. "Reasonable in scope" means that the degree of the intrusion must be consistent with the objective of the search. Factors to be considered in whether the scope of a search is reasonable include, but are not limited to, the following:
 - a. The student's age, maturity, and gender
 - b. The nature or level of seriousness of the suspected violation
 - c. The intrusiveness of the search, e.g. a canine search is less intrusive than a locker search; a locker search is less intrusive than a "pat down;" etc.
2. "Reasonable suspicion" refers to a flexible concept requiring the application of experience and common sense. Determinations of whether reasonable suspicion to support a search exists shall be made on a case-by-case basis with due consideration of all circumstances. In all cases, "reasonable suspicion" must be supported by articulable facts.
3. Factors to be considered in making this determination include, but are not limited to, the following:
 - a. The reliability of the information indicating that evidence of a violation may be discovered
 - b. The existence of reasonable suspicion that such evidence will be discovered
 - c. The individualization of the suspicion toward the person to be the subject of the search
 - d. The prevalence or seriousness of the problem to which the search is directed
 - e. The exigency of the circumstances
 - f. In some circumstances, the student's history and record in school
 - g. An "emergency situation" exists if the destruction of evidence or use of contraband is an immediate possibility. In such a case, an administrator must be notified immediately. However, if an emergency situation does not exist, employees should take steps to prevent the possible destruction of evidence or use of contraband while securing approval for a search.

Disciplinary Action

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

Police Searches

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

STUDENT/TEACHER/PARENT CONTRACT

SCHOOL YEAR 2019 – 2020

PARENT/GUARDIAN'S AGREEMENT

I want my child to achieve high academic standards. Therefore, I will encourage him/her by doing the following:

- See that my child is punctual and attends school regularly in uniform as described by district policy
- Support the school in its efforts to maintain proper discipline
- Establish a time for homework and review it regularly
- Provide a quiet, well-lit place for study
- Encourage my child's efforts and be available for questions
- Stay aware of what my child is learning
- Read with my child and let my child see me read
- Come to school for conferences with my child's team of teachers and/or administrators (a minimum of 2 times per school year)

STUDENT'S AGREEMENT

It is important that I work to the best of my ability to achieve high academic standards.

Therefore, I shall strive to do the following:

- Attend school regularly
- Come to school each day with the correct materials and other tools necessary for learning
- Complete and return homework assignments
- Establish regular study hours
- Follow the district's student code of conduct
- Comply with the district's uniform dress code policy daily and properly

TEACHER'S AGREEMENT

It is important that students achieve high academic standards. Therefore, I shall strive to do the following:

- Provide homework assignments in accordance with the district's homework policy
- Provide assistance to parents, when requested, so that they can better help with assignments
- Encourage students and parents by providing accurate and timely information about student progress
- Use a variety of effective instructional activities in the classroom to enhance learning

PRINCIPAL'S AGREEMENT

I support this form of parent/guardian involvement to assist students in achieving high academic standards. Therefore, I shall strive to do the following:

- Serve as the instructional leader of my school by monitoring student progress, teacher preparedness, and delivery of instruction
- Provide an environment that allows for positive communication among teachers/parents/guardians/and student
- Ensure a safe and orderly environment that is conducive to learning

PACTO ESTUDIANTE / MAESTRO / PADRE

AÑO ESCOLAR 2019 - 2020

ACUERDO DE PADRE / TUTOR

Quiero que mi hijo logre altos estándares académicos. Por lo tanto, lo alentará haciendo lo siguiente:

- Ver que mi hijo sea puntual y asista a la escuela regularmente en uniforme según lo describe la política del distrito
- Apoyar a la escuela en sus esfuerzos por mantener la disciplina apropiada
- Establezca un tiempo para la tarea y revísela regularmente
- Proporcionar un lugar tranquilo y bien iluminado para estudiar
- Alentar los esfuerzos de mi hijo y estar disponible para preguntas
- Manténgase al tanto de lo que mi hijo está aprendiendo
- Leer con mi hijo y dejar que mi hijo me vea leer
- Venir a la escuela para las conferencias con el equipo de maestros y / o administradores de mi hijo (un mínimo de 2 veces por año escolar)

ACUERDO ESTUDIANTIL

Es importante que trabaje de la mejor manera posible para lograr altos estándares académicos.

Por lo tanto, me esforzaré por hacer lo siguiente:

- Asistir a la escuela regularmente
- Venga a la escuela todos los días con los materiales correctos y otras herramientas necesarias para aprender
- Completar y devolver tareas asignadas
- Establecer horas regulares de estudio
- Seguir el código de conducta estudiantil del distrito
- Cumplir con la política del código de vestimenta del uniforme del distrito diaria y adecuadamente

ACUERDO DEL MAESTRO

Es importante que los estudiantes logren altos estándares académicos. Por lo tanto, me esforzaré por hacer lo siguiente:

- Proporcionar asignaciones de tareas de acuerdo con la política de tareas del distrito
- Proporcionar asistencia a los padres, cuando se les solicite, para que puedan ayudar mejor con las tareas
- Alente a los estudiantes y padres proporcionándoles información precisa y oportuna sobre el progreso del estudiante
- Usar una variedad de actividades educativas efectivas en el aula para mejorar el aprendizaje

ACUERDO DEL PRINCIPAL

Apoyo esta forma de participación de padres / tutores para ayudar a los estudiantes a lograr altos estándares académicos. Por lo tanto, me esforzaré por hacer lo siguiente:

- Servir como el líder de instrucción de mi escuela al monitorear el progreso del estudiante, la preparación del maestro y la entrega de instrucción
- Proporcionar un ambiente que permita la comunicación positiva entre los maestros / padres / tutores / y el estudiante
- Asegurar un ambiente seguro y ordenado que sea propicio para el aprendizaje



Moss Point School District
Administrative Office
4924 Church Street, Moss Point, MS 39563
228-475-4558
www.mpsdnow.org

By signing this form, I:

1. have received the 2019 – 2020 Moss Point School District Handbook
2. have agreed to the 2019 – 2020 Acceptable Use Policy located on pages 1 – 4 of the handbook
3. have read and agreed to adhere to the Title I student/parent compact

Child's Name _____

School _____

Parent's Name _____

Date _____

Parent's Signature _____