

Dear Parents and Students,

Please sign and return this form to your student's homeroom teacher once you have read the rules, policies, and procedures for Hernando High School. If you have questions regarding the rules, policies, and procedures set forth in the handbook, please do not hesitate to contact the school.

We are looking forward to a great year. Thank you in advance for your support and cooperation.

Sincerely,

HHS Administration

I have read and understand the rules, policies, and procedures set forth in the Hernando High School handbook.

(Parent Signature) (Date)

(Student Signature) (Date)

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WELCOME

The policies and procedures contained in this handbook are the results of a concerted effort on the part of the faculty and the administration. This information has been carefully prepared and presented so that it will be of great value in helping you adjust to our school and become an integral part of it.

The ultimate purpose of education is to help each student become an effective citizen in a democracy. To develop and accept the responsibilities and obligations of good citizenship will help us to participate successfully in the world of tomorrow. We hope that you will participate in our varied activities and thus find those things within our school that will prepare you to live a better life and finally take your place in this complex society. Remember that your success in this school will be directly proportional to your efforts.

Our school welcomes you to its ranks, and we hope that you will always be conscious of its traditions and requirements. This school will be whatever you make it. Let us always have the spirit to do the things that will make our school outstanding.

DCS Mission

DeSoto County School District is dedicated to ensuring world-class academic excellence within a safe learning environment, while providing a variety of exceptional extra-curricular programs that foster the physical, social, and emotional growth for all students.

DCS Vision

DeSoto County School District will be regionally and nationally recognized as a system of superior performing schools that ignite a passion for learning, while inspiring student success through instructional excellence and exemplary leadership.

NOTE TO PARENTS

Good discipline originates in the home. Parents are the first teachers of their children and should develop in them good behavior habits and proper attitudes toward school. A parent should do the following:

1. Recognize that the teacher takes the place of the parent while the child is in school.
2. Teach the child respect for law, authority, rights of others, and private and public property.
3. Arrange for prompt and regular school attendance and comply with attendance rules and procedures.
4. Work with the school in carrying out recommendations made in the best interest of the child, including discipline.
5. Take part with the child in school activities.

Section 504

A parent, staff member, student, or personnel may request a Section 504 Plan. This request may be made in writing, to the school's Section 504 Coordinator. A meeting will be scheduled, at the school, to discuss a student's possible substantial limitation to access the facility and/or educational benefit.

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

DeSoto County Non-discriminatory Policy

The DeSoto County School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Compliance Director: Office of General Counsel
DeSoto County Schools
5 East South Street
Hernando, MS 38632
662-429-5271

HERNANDO HIGH SCHOOL

Address:
805 Dilworth Lane
Hernando, MS 38632
Phone: (662) 429-4170 Fax: (662) 429-1100

**HERNANDO HIGH SCHOOL
ADMINISTRATION AND SUPPORT STAFF**

Duane Case - Principal
Caleb Shepard - Assistant Principal
Rebecca Newton - Assistant Principal
Matthew Yardley - Assistant Principal
Grace Brown - Bookkeeper
Tiffany Callum - ADA Clerk
Stefanie Stanfill - Cohort Clerk
Lori Grubbs - Office Staff
Sally Hammett - Office Staff
Lyn Fort - Office Staff
David Lara - Athletic Director
Candie Garrison - Guidance
Anne Goss - Guidance
Deanne Wood - Guidance
Shauna Baker - Testing Coordinator
Eddie Burke - Maintenance

ALMA MATER

On the city's eastern border
Reared against the sky,
Proudly stands our Alma Mater
As the years go by.
Forward ever be our watchword
Conquer and prevail
Hail to thee, our Alma Mater
Hernando High, all Hail!

Mission Statement:

In partnership with the community, the mission of Hernando High School is to foster integrity, diversity, and academic excellence for all students within a nurturing, safe environment by highly qualified and dedicated professionals.

Vision Statement:

Our vision at Hernando High School is to create a world-class learning environment where all students will be college and career ready in order to become productive citizens in a global society.

**HHS COLORS: BLACK AND GOLD
HHS EMBLEM: TIGER**

FACULTY AND DEPARTMENTS

English

Jennifer Parson-Dept. Head
Emily Anderson
Logan Clark
Doug Ferguson
Mandy Jones
Holly Neel
Tobi Pillstrom
Jennifer Rogers
Emily Rose
Theresa Rowe
Alicia Stefanski
Emily Trapolino
Rachel Wacker

Mathematics

Jeannifer Brankstone- Dept. Head
Greg Abernathy
Melinda Austin
Preston Bates
Tonya Floate
Daniel Forbes
Mary Sada Foster
Abby Morgan
Emeri Sorrells
Nanette Stark
Frankie Shows
Shawn Swift
McKayla Whitten

Business Ed/Vocational

Angela Riley- Dept. Head
Julie Dunavent
Sarah Little
Kim McNeil
Tammy Waddle

Special Education

Shanna Roberson-MET
Raney Alford
Angel Brigman
Art Chaput

Alicia Dunigan
Carla Judd
Janet Love
Leigh Miller
Kristen Morris
Brad Parker
Traci Webb
Mollie Witherspoon

Instructional Aide

Kim Craft
Cindy Kendrick

Science

James High- Dept. Head
Emily Barnes
Cynthia Coleman
Brian Ferrell
Jason Ketchum
Shereka Newson
Jana Perkins
Guy Smith
Chris Watson
Jonas White
Melissa Wyatt

Social Studies

Chris Haley- Dept. Head
Colin Boone
Jacob Faust
Margaret Hicks
Emanuel Jefferies
Parker Jones
Steve McCann
Sarah Parker
Lanita Reid
Jana Waller
Jayme Vinson
Will Wolfe

Driver's Education

Vic Shivers

Foreign Language

Teresa Lara
Ingred Mendez

Music & Art

Len Killough, Band Director
Karyne Cross
Dale Beech
Victoria Jones
Lauren Suddoth

Speech

Mallory Putnam

EL

Beth Ford

Library

Kathy Vanlandingham

Physical Education

Steven Cox

DeSoto County Schools
2020-2021 School Calendar

August 3, 2020	Teachers' First Day
August 17, 2020	Students' First Day
September 7, 2020	Labor Day Holiday
October 12, 2020	Fall Break
November 3, 2020	Staff Development Day
November 23-27, 2020	Thanksgiving Holidays
December 18, 2020	End First Semester
December 21, 2020- January 1, 2021	Christmas Holidays
January 4, 2021	Staff Development Day
January 5, 2021	Students return
January 18, 2021	Martin Luther King, Jr. Holiday
February 12, 2021	Professional Development Day (Tentative)
February 15, 2021	President's Day Holiday (Tentative)
March 15-19, 2021	Spring Break
April 2, 2021	Good Friday Holiday
April 5, 2021	Easter Break (Tentative)
May 25, 2021	Students' Last Day (Tentative)
May 26, 2021	Teachers' Last Day (Tentative)

Tentative Make-up Days: February 12, February 15, April 5, May 26, and May 27

HERNANDO HIGH SCHOOL
2020-2021 BELL SCHEDULE

DOORS OPEN	7:00
1ST BLOCK	7:45 – 9:10
2ND BLOCK	9:15 – 11:05
BREAK CARTS 9:15 – 9:30 IN 2ND BLOCK	
3RD BLOCK	11:10 – 1:15
1ST LUNCH	11:05 – 11:30
2ND LUNCH	11:40 – 12:05
3RD LUNCH	12:15 – 12:40
4TH LUNCH	12:50 – 1:15
4TH BLOCK	1:20 - 2:45



HHS Procedures & Expectations

Privileges are subject to change based on student behavior.

	Arrival	Break	Cafeteria	Restrooms	Dismissal	Gym & PAC
Be Respectful	<ul style="list-style-type: none"> Report to the cafeteria Keep area clean and trash free Use appropriate voice levels No horseplay 	<ul style="list-style-type: none"> No breaking or "letting up" in line Keep area clean and trash free Use appropriate voice levels No horseplay 	<ul style="list-style-type: none"> No breaking or "letting up" Keep area clean and trash free Use appropriate voice levels No horseplay Use manners Only BYOD time 	<ul style="list-style-type: none"> No horseplay or harassment Report supply needs to teacher or office Keep clean No BYOD 	<ul style="list-style-type: none"> Teachers will dismiss their students 	<ul style="list-style-type: none"> Enter in an orderly manner Give the speaker your full attention Do not disturb others around you Applaud in an appropriate manner
Be On Time	<ul style="list-style-type: none"> Doors are unlocked from 7:00-7:45 Tardy Bell 7:45 No open drinks allowed in building, includes personal cups Every 3rd tardy = 1 absence toward exam exemption 	<ul style="list-style-type: none"> Report immediately to "Snack Shack" Once you have been through the line, report back to class 	<ul style="list-style-type: none"> Report immediately to the cafeteria when dismissed Must have permission from administration to leave cafeteria At the bell, report immediately back to class 	<ul style="list-style-type: none"> Report immediately to the restroom and return to class 	<ul style="list-style-type: none"> Report immediately to your designated pick up location Do not linger in the hallways or commons 	<ul style="list-style-type: none"> Report immediately to your designated seating area Report immediately back to class after dismissal
Be Prepared	<ul style="list-style-type: none"> Vending machines are open Must have a signed pass from a teacher to enter hallways Use the restrooms in gym lobby 	<ul style="list-style-type: none"> Vending machines are open Use restrooms on your hall or the gym lobby Do not attempt to visit other classrooms or hallways NO BYOD 	<ul style="list-style-type: none"> Bring ALL needed items with you Outside fast food deliveries are not accepted Vending machines are CLOSED Must have permission to leave the cafeteria Use the restrooms in the gym lobby Do not attempt to 	<ul style="list-style-type: none"> Must have a pass from your teacher Use the restroom closest to your classroom Do not attempt to visit other classrooms or hallways 	<ul style="list-style-type: none"> Must have a check out note if you are to leave the building prior to the 2:45 bell Car riders use the gym exit Bus riders use front exit Only allowed to ride your 	<ul style="list-style-type: none"> Do not leave gym or PAC without permission from a teacher or administrator CLOSED CAMPUS- You may NOT exit the campus during a school activity

ALC/SUSPENSION DISQUALIFICATION

Many organizations, activities, and honors at HHS require high standards. See individual club or activities sponsor for conduct or grade requirements. Placement in ALC or suspension may lead to a student being disqualified.

INTERSCHOLASTIC SPORTS AND ACTIVITIES POLICY

The DeSoto County Board of Education recognizes the importance and value of education-based interscholastic sports and activities as part of the total educational program. The Board also recognizes that interscholastic sports and activities provide an opportunity for the entire student body to demonstrate school spirit and positive citizenship.

The purpose of this policy is to establish academic and attendance guidelines for participation in interscholastic sports and activities.

All students will meet the Mississippi High School Activities Association scholastic requirements for interscholastic sports and activities. (A complete list can be found at <https://www.misshsaa.com/>)

1. A student must attend school in the school district or school zone in which his/her parents are bona fide residents. He/she shall be enrolled in a MHSAA member school, take the required number of subjects for graduation by his/her local district and conduct himself/herself appropriately.
2. A student in a homebound or home-schooled program shall not be considered a bona fide student of a MHSAA member school.
3. A student becomes ineligible for interscholastic participation if he/she has reached his/her 19th birthday before August 1 of that school year.
4. A ninth grader must not have reached 16 years of age prior to August 1.
5. Upon entering the 9th grade for the first time, a student shall be eligible for competition on high school athletic/activity teams for four consecutive years. Proof of a student's entry into the 9th grade shall be made available to the MHSAA within 24 hours, if requested.
6. The MHSAA requires students participating in MHSAA sanctioned competitions to make "satisfactory progress toward graduation." Each school district shall determine the requirements for "satisfactory progress toward graduation" through its graduation requirements and shall interpret this rule according to its requirements.
7. According to Mississippi law, **a student must maintain a grade point average of at least a 2.0 or "C" average in order to participate in interscholastic sports/activities.** Grade point averages will be calculated at the conclusion of the first semester using the semester averages of all courses the student is taking. Students who do not have a 2.0 or "C" average for the first semester will be ineligible for the second semester.
8. At the end of the school year, each student's grade point average for the year will be assessed. This assessment will reflect the average for the entire year using the final grades for each course. A student who does not have a grade point average of at least a 2.0 or "C" average, will be ineligible for fall semester.
9. High school eligibility begins when a student enters ninth grade. To be eligible for the fall semester, a student must be promoted to ninth grade with at least an overall 2.0 or "C" average of all eighth grade courses.
10. A student may become eligible for the second semester only once during his/her high school career if he/she fails the year-end average the previous year, by achieving at least an overall 2.0 or "C" average at the end of the first semester.
11. **A student must attend school 63% of his or her school day to participate in interscholastic sports/activities practices, performances, or games.**

Curriculum Development

The DeSoto County School Board directs the superintendent and the administration to provide a curriculum of instruction that meets the academic needs of all children in the school district.

The superintendent will ensure that any programs for limited-English proficient students have a primary goal of mainstreaming those students into the regular classrooms, and that those programs emphasize English language instruction.

Instructional Goals/Curriculum Development

1. DeSoto County School District shall develop and implement a curriculum management system that meets and/or exceeds criteria established by MDE. Suggested teaching strategies, resources, and assessment strategies are available to teachers in each school for selection and use in teaching the required competencies and objectives. Instructional time in the classroom

- shall be protected, and professional development time shall be designated to work on the district's curriculum.
2. DeSoto County School District's curriculum will include the following:
 - A. All domains and standards assessed by the Mississippi Department of Education Assessment System,
 - B. Established standards to determine mastery for each domain and standard, and
 - C. A system to determine strengths and weaknesses in the instructional program.
 3. The basic curriculum of each elementary, intermediate, and middle school shall consist of reading/language arts, mathematics, science, social studies, and the arts, which may be taught by regular classroom teachers.
 4. The basic curriculum of each high school shall consist of required and approved courses outlined in the current edition of the *Mississippi Public School Accountability Standards* (most recent edition) and the *Approved Courses for the Secondary Schools of Mississippi*.
 5. The district conducts an annual analysis of student performance and takes action to improve the curriculum, the instructional delivery, and/or the evaluation procedures.

GENERAL PROVISIONS FOR GRADING

Minimum Standards

Students must demonstrate mastery of the content required for each grade/course.

Content for grades 6-12 is determined by Mississippi College and Career Readiness Standards for Language Arts, Mathematics, Science and the Mississippi Content Frameworks for all remaining subjects.

Monitoring Student Progress

Each teacher has the responsibility of identifying pupils who are not making satisfactory progress toward the achievement of grade level or course objectives.

Teachers are encouraged to notify parents during each grading period if students do not meet minimum requirements.

(Progress Reports will be sent at week four or week five of the nine-week period.)

Teachers are not required by district policy to take a specified number of grades. However, any grades taken must be posted to the electronic grade book bi-weekly.

Parents and students may sign up for Parental Portal to monitor student progress.

The following guidelines apply to all subject areas:

1. The DeSoto County School District requires that the Mississippi College and Career Standards for Language Arts and Mathematics and the Mississippi Curriculum Frameworks for all other subject areas be included in the course scope and sequence. The district provides a curriculum manual for each teacher.
2. Required lesson plans are developed and include all of the components outlined and approved by the school district.

DeSoto County Schools Grading Scale

A – 90 - 100

B – 80 - 89

C – 70 - 79

D – 60 - 69

F – 0 - 59

GRADING POLICY

Grades 9-12

Each term grade is computed by averaging the grades for that term. Eighty percent of the grade will be a compilation of the grades that the teacher has for the student in his/her gradebook including, but not limited to, formative assessments, quizzes, homework, classwork, unit tests, mid-term tests, etc. Twenty percent of the grade will be the grade received on the end of course final exam for half credit courses and end of term exams for full credit courses. In full credit courses, the final grade will be the average of the two term grades.

The grading policy for students with disabilities with current Individualized Education Plans (IEPs) will be consistent with policy IHFA.

Advanced Courses, Advanced Placement Courses, and Dual Enrollment Courses will be weighted as outlined in policy IHEA.

National Honor Society

National Honor Society is a group of elite students at Hernando High School, as well as all over the country. In order to be a member of National Honor Society, one must maintain an overall average of 94. In addition to a 94 average, one must be enrolled in classes totaling four academic credits. A student is eligible to be inducted into the National Honor Society at the end of their sophomore year. Being a member of the National *Junior* Honor Society has **no** effect on whether a student is inducted into the National Honor Society.

Senior Class Rankings

Colleges normally request information regarding the rank of prospective students in their graduating class. The following procedure will be used to determine a student's rank.

1. The final grade for each credit-bearing course will be the basis for the calculation.
2. The final grades will be totaled and divided using the following formula:
 - a. Semester course grades will count twice.
 - b. Term course grades will count once.
 - c. Advanced course grades will be multiplied by 1.05 during calculation.
 - d. Advanced Placement (AP) course grades will be multiplied by 1.10 during calculation. Students must take the Advanced Placement assessment to earn the weighted grade.
 - e. Dual Enrollment/ Dual Credit course grades will be multiplied by 1.10 during calculation.
 - f. PSAT courses (PSAT I-1credit, PSAT II - .5 credit) will be multiplied by 1.10 during calculation.
3. The average will be calculated to the nearest one-hundredth. (For example – 89.59)

When necessary to calculate a grade point average (GPA), the following procedure will be used.

1. The final grade for each credit-bearing course will be the basis for the calculation.
2. Four quality points will be awarded for an A, three for a B, two for a C, and one for a D.
3. GPA's will be totaled and divided using the following formula:
 - a. Semester course grades will count twice.
 - b. Term course grades will count once.
 - c. Advanced and Advanced Placement (AP) course grades will count according to the scale below.
4. The quality point average will be calculated to the nearest one-hundredth.

The following scale will be used for advanced and AP courses:

<u>Numerical Average</u>	<u>Letter Grade</u>	<u>Advanced Grade Point</u>	<u>AP Grade Point</u>
90 -100	A	5 points	6 points
80 – 89	B	4 points	5 points
70 – 79	C	3 points	4 points
60 – 69	D	2 points	3 points
Below 60	F	0 points	0 points

Advanced Placement courses are defined as any courses with Advanced Placement in the course title. Advanced courses are as follows: Accelerated English 9-12, Third-year Languages, Fourth-year Languages, Organic Chemistry, Physics, Human Anatomy and Physiology, Algebra III, Calculus, and other courses designated as “gifted.”

Valedictorian and Salutatorian

The Valedictorian/Salutatorian of each Desoto County high School must be enrolled in the school on or before September 1 of the student's junior year and attend both the junior and senior school years. The student must meet the Mississippi Institutions of Higher Learning entry requirements. The Valedictorian must have the highest overall weighted numerical average based on grades from the freshman, sophomore, junior years and the first three (3) terms of the senior year. The Salutatorian must have the highest overall weighted numerical average based on grades from the freshman, sophomore, junior years and the first three (3) terms of the senior year.

GRADUATION REQUIREMENTS

APPENDIX A-2

2020-2021
Seniors C

APPENDIX A-2 GRADUATION REQUIREMENTS STANDARD 14

(Ending with incoming ninth graders of 2017-2018)

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

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

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

CURRICULUM AREA	CARNEGIE UNITS	REQUIRED SUBJECTS
ENGLISH	4 ¹	English I English II
MATHEMATICS	4 ²	Algebra I
SCIENCE	4 ³	Biology I
SOCIAL STUDIES	4	1 World History ⁴ 1 U.S. History ⁴ ½ Geography ⁴ ½ U.S. Government ½ Economics ⁵ ½ Mississippi Studies ⁴
HEALTH and PHYSICAL EDUCATION	1 ^{7&8}	½ Contemporary Health and ½ Physical Education ^{9&11}
TECHNOLOGY or Computer Science	1 ¹⁰	
THE ARTS	1 ¹¹	
ELECTIVES	5 ¹²	
TOTAL UNITS REQUIRED	24	

**Traditional 26 Credit Diploma
(Ending with incoming ninth graders 2017-2018)**

Each student graduating from a secondary school in an accredited schools district will have earned Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College and Career Readiness Standards*. Course titles and identification numbers must appear in the current edition of the Approved Courses for Secondary Schools in Mississippi. Enrollment in online courses listed in the book must have prior approval. Any student who completes the minimum graduation requirements as specified below and has met the requirements for each of the required high school assessments is eligible to receive a high school diploma.

Curriculum Area	Carnegie Units	Required Subjects
English	4	English I; English II
Mathematics	4	Algebra I
Science	4	Biology I
Social Studies	4	(1) World History; (1) U.S. History; (½) Geography; (½) U.S. Government; (½) Economics; (½) Mississippi Studies
Health	1	(½) Contemporary Health; (½) Physical Education
Technology or Computer Science	1	
The Arts	1	
Electives	7	
Total Units Required	26	

**Traditional Diploma
(Entering ninth graders in 2018-2019 and thereafter)**

Each student graduating from a secondary school in an accredited schools district will have earned Carnegie units as specified in the following table. Contents of each required and elective course must include the core objectives identified in the *Mississippi College and Career Readiness Standards*. Course titles and identification numbers must appear in the current edition of the Approved Courses for Secondary Schools in Mississippi. Enrollment in online courses listed in the book must have prior approval. Any student who completes the minimum graduation requirements as specified below and has met the requirements for each of the required high school assessments is eligible to receive a high school diploma. Beginning 2018-2019 and thereafter, all entering ninth graders will be required to have a minimum of 24 Carnegie units as specified below. **Students may earn one of the following endorsements to be added to the traditional diploma: Career and Technical Endorsement, Academic Endorsement, and/or Distinguished Academic Endorsement.**

Curriculum Area	Carnegie Units	Required Subjects
English	4	English I; English II
Mathematics	4	Algebra I
Science	3	Biology I
Social Studies	3.5	(1) World History; (1) U.S. History; (½) U.S. Government; (½) Economics
Physical Education	.5	(½) Physical Education
Health	.5	(½) Contemporary Health
Technology or Computer Science	1	
The Arts	1	
College-and-Career-Readiness	1	
Electives	5.5	
Total Units Required	24	

Traditional Diploma with Career and Technical Endorsement

Additional requirements above the 26 Carnegie units and the assessment requirements include

1. Earning an overall GPA of 2.5
2. Earning silver level on ACT WorkKeys
3. Successfully completing one of the following: one CTE dual credit, a Career Pathway Experience, OR earn as State Board of Education approved national credential.

Curriculum Area	Carnegie Units	Required Subjects
English	4	English I; English II
Mathematics	4	Algebra I
Science	3	Biology I
Social Studies	3.5	(1) World History; (1) U.S. History; (½) U.S. Government; (½) Economics; (½) Mississippi Studies
Physical Education	.5	(½) Physical Education
Health	.5	(½) Contemporary Health
Technology or Computer Science	1	
The Arts	1	
College-and-Career-Readiness	1	
Career and Technical	4	
Electives	3.5	
Total Units Required	26	

Traditional Diploma with an Academic Endorsement

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

1. Earn an overall GPA of 2.5
2. Courses must meet MS IHL college preparatory curriculum (CPC) requirements
3. Earn MS college readiness benchmarks (ACT subscore of 17 in English and 19 in Math OR completion of appropriate Essentials of College Math or Essentials in College Literacy with an 80 or above (in senior year) or on the SAT as defined by IHL
4. Must successfully complete **one** of the following
 - a. One AP course with a C or higher and take the appropriate AP exam
 - b. One Diploma Program- IB course with a C or higher and take the appropriate IB exams
 - c. One Dual Credit course and earn a C or higher in the course

Curriculum Area	Carnegie Units	Required Subjects
English	4	English I; English II
Mathematics	4	Algebra I
Science	3	Biology I
Social Studies	3.5	(1) World History; (1) U.S. History; (½) U.S. Government; (½) Economics (½) Mississippi Studies
Physical Education	.5	(½) Physical Education
Health	.5	(½) Contemporary Health
Technology or Computer Science	1	
The Arts	1	
College-and-Career-Readiness	1	
Electives	7.5	Must Include College Preparatory Curriculum Requirements
Total Units Required	26	

Traditional Diploma with a Distinguished Academic Endorsement

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

1. Earn an overall GPA of 3.0
2. Courses must meet IHL college Preparatory curriculum (CPC) requirements
3. Earn national college readiness benchmarks (ACT sub scores of 18 in English and 22 in Math or completion of appropriate Essentials of College Math or Essentials in College Literacy with an 80 or above (in senior year) or on the SAT as defined by IHL
4. Must successfully complete one of the following:
 - a. One AP course with a B or higher and take the appropriate AP exam
 - b. One Diploma Program- IB course with a B or higher and take the appropriate IB exams
 - c. One Dual Credit course and earn a B or higher in the course

Curriculum Area	Carnegie Units	Required Subjects
English	4	English I; English II; Two additional English Courses Above English II
Mathematics	4	Algebra I; Two additional Math Courses Above Algebra I
Science	4	Biology I; Two Additional Math Courses Above Biology I
Social Studies	4	(1) World History; (1) U.S. History; (½) U.S. Government; (½) Economics (½) Mississippi Studies
Physical Education	.5	(½) Physical Education
Health	.5	(½) Contemporary Health
Technology or Computer Science	1	
The Arts	1	
College-and-Career-Readiness	1	
Electives	8	Must Include College Preparatory Curriculum Requirements
Total Units Required	28	

Alternate Diploma Option

Note: This option is available to incoming ninth graders of 2018-2019 with Significant Cognitive Disabilities.

Any student with a significant cognitive disability who completes the minimum graduation requirements specified below and has achieved a score (to be determined) or higher on each of the required high schools alternate assessments is eligible to receive an Alternate Diploma.

Curriculum Area	Carnegie Units	Required Subjects
English	4	Alternate English I-IV
Mathematics	4	Alternate Math I-III, Alternate Algebra
Science	2	Alternate Biology; Alternate Science II
Social Studies	2	Alternate History; Alternate Social Studies
Physical Education	.5	Physical Education
Health	.5	Alternate Health
Vocational Readiness	4	Career Readiness I-IV
Life Skills Development	4	Life Skills Development I-IV
The Arts	1	
Electives	2	
Total Units Required	24	

Additional information concerning each of the above diploma options as well as the Certificate of Completion can be found on the DeSoto County Schools' website by accessing the Board Policy IHF Graduation Requirements.

Assessments Required for Graduation

All students enrolled in one of the four end-of-course Subject Area Test courses must pass the course and participate in the applicable end-of-course Subject Area Test in order to earn the Carnegie Unit.

Beginning with school year 2014-2015, students shall graduate by passing the course and meeting one of the following options:

1. Passing the applicable end-of-course Subject Area Test,
2. Using options outlined in DCS Policy IHFAD,
3. Using the end-of-course Subject Area Test score with the overall course grade; students must be enrolled in order to utilize this option.

Beginning with school year 2015-2016, in addition to the above mentioned options, all students enrolled may achieve a combined minimum score from the end-of-course Subject Area Tests to the requirement for graduation in lieu of passing the applicable end-of-course Subject Area Test.

Any Mississippi public school student who fails to pass a required end-of-course Subject Area Test, prior to school year 2016-2017, will be offered opportunities to retake the test.

Promotion/Retention

Classification of Students

Freshmen	Grade 9	Has earned fewer than 6 Carnegie Units
Sophomore	Grade 10	Has earned at least 6 Carnegie Units and has successfully completed English I and 2 additional Carnegie units
Junior	Grade 11	Has earned at least 13 Carnegie Units and has successfully completed English II, Algebra I, and 3 additional Core Carnegie Units
Senior	Grade 12	Has earned at least 20 Carnegie Units and has successfully completed 3 English Carnegie Units and on track to graduate

Promotion in grades 9-12 is based upon earning Carnegie units. A Carnegie unit or half- unit is earned when a student completes the course with an average of 65 or better. Half-units are earned in courses designed to be completed in nine weeks.

The high school academic program in the DeSoto County School District requires four (4) full years or eight (8) semesters of work. Students may not take courses that are sequential in nature until the proper prerequisites have been successfully completed. Exceptions to this rule may be made for seniors who may be permitted to take two (2) sequential classes simultaneously.

Students failing to advance to the next grade level in high school may request permission from the principal to do one of the following:

1. To attend DeSoto County Schools credit recovery summer program
2. To take initial coursework in summer school without restriction of grade classification for courses in English, math, or social studies
3. To earn a maximum of one (1) Carnegie unit by correspondence from any accredited university
4. To earn two (2) Carnegie units in English concurrently during their final high school year.

SCHOOL FEES

The DeSoto County School Board hereby authorizes the charge of reasonable fees, but not more than the actual cost, for the following:

1. Supplemental instructional materials and supplies, excluding textbooks;
2. Other fees designated by the superintendent as fees related to a valid curriculum educational objective, including transportation; and
3. Extracurricular activities and any other educational activities of the school district which are not designated by the superintendent as valid curriculum educational objectives, such as band trips and athletic events.

STUDENT RECORDS

It is the policy of the DeSoto County School District Board of Education that the principal of each school will be the legal custodian of all student records for that school. Students and parents will have access to their school records. The school will notify parents and adult students annually of the type of records kept, the procedure for inspecting and copying these records, the right for interpretation, the right to challenge data thought to be erroneous, the procedures for correcting or expunging erroneous data or inserting a rebuttal statement and the right to lodge a complaint with the U.S. Department of Education if mandates are not adequately implemented.

Transfer of Enrollment

A school district in which a student is enrolled or is in the process of enrolling in may request the student's education records from any district in which the student was formerly enrolled to ascertain safety issues with incoming students and ensure full disclosure. The records, including the student's disciplinary records, will be forwarded to the requesting district within three (3) business days. Disciplinary records shall include, but not be limited to, all information that relates to a student assaulting, carrying weapons, possessing illegal drugs, including alcohol, and any incident that poses a potential dangerous threat to students or school personnel. When schools transfer records to new educational institutions, the schools must notify parents of the transfer and of their right to review and contest the material. An exemption exists for material under court order. Parents must be notified of such order prior to release.

Evidence of Age

It shall be the responsibility of the principal of each school in the DeSoto County School District to enforce the requirement for evidence of the age of each pupil before enrollment. The evidence required shall be a birth certificate or other state-approved documentation of birth. If this evidence cannot be produced, an affidavit of age sworn to by a parent, grandparent or custodian will be sufficient for temporary enrollment providing that a money order is provided showing that the birth certificate has been ordered. Any child enrolling in Kindergarten or Grade 1 shall present the required evidence of age upon enrollment. Any child in Grades 2 through 12 not in compliance at the end of sixty (60) days from enrollment shall be suspended until in compliance.

Permanent Records

The permanent record provided for above shall be kept, while it is active, in the attendance center office in a fire-resistant container. The permanent record shall be considered active:

- (a) if the student is enrolled in the school or
- (b) if he has withdrawn or has been expelled and the students of the class of which he was a member shall not have reached the time of graduation.

At the point of the student's graduation or at the time when the student would normally have graduated had he not withdrawn or been expelled from school, the student's permanent record shall become a part of the permanent binder in the central fire-resistant depository as designated and provided by the school board of the school district, or as an alternative method, the records may be maintained in fire-resistant storage at the school last attended by the student. The permanent binding and preservation of the inactive records shall be the duty of the superintendent of this school district who shall maintain a central depository of the records.

Cumulative Folders

The cumulative folders provided for above shall be kept in the school wherein the pupils are in attendance. Both the permanent records and the cumulative folders shall be available for inspection by public and private school officials, including public school teachers within the school district who have been determined by the school district to have legitimate educational interests. In no case, however, shall such records be available to the general public. Transcripts of courses and grades may be furnished when requested by the parent or guardian or eligible pupil as prescribed in the Family Educational Rights and Privacy Act of 1974, as amended, 20 USC Section 1232. The records shall be kept for each pupil throughout his entire public school enrollment period. At no time may a permanent record of a student be destroyed, but cumulative folders may be destroyed by order of the school board of this school district in not less than five (5) years after the permanent record of the pupil has become inactive and has been transferred to the central depository of the district. However, where a school district makes complete copies of inactive permanent records on photographic film or microfilm which may be reproduced as needed, the permanent records may be destroyed after the photographic film or microfilm copy has been stored in the central depository of the district.

TRANSFER OF STUDENT RECORDS

After graduation transfers are housed at the Board of Education.

The first transcript of a student's record will be sent free of charge to any college, university or institution. Any additional transcripts will cost \$1.00. This is in accordance with Mississippi State Law.

The following statement is made in compliance with Federal Law concerning transfer of Records: TO PARENTS: This is your notification that should your child enroll in another school or school system, his/her cumulative record will be sent to the school upon our receipt of notification of the students enrolling in said institution.

TEXTBOOKS

All textbooks are the property of the State of Mississippi and the public school system. The parent, guardian, or other person having custody of a child to whom textbooks are issued, will be liable for any loss, abuse, or damage in excess of that would result from normal use of such textbooks. All textbooks must be returned to the issuing school when promoted, transferred, or when attendance is terminated. (A list of fines may be found in DCS Board Policy ICFAC.)

CLOSED CAMPUS

We operate a closed campus policy. Students must stay on the school grounds from the time they arrive, even if the bell has not rung for first period, until dismissal or until picked up by the bus.

ABSENCES/ EXCUSES

HB 1530 is an act to amend section 31-13-91, Mississippi code of 1972, to provide a compulsory-school-age child who is absent more than 37% of the instructional day must be considered absent the entire day. Therefore, for the purposes of determining and reporting attendance, a pupil must be present for at least sixty-three percent (63%) of the instructional day to be considered present the entire school day. The instructional day is therefore defined as a school day in which both teachers and pupils are in regular attendance for scheduled classroom instruction for not less than sixty-three percent (63%) of the required instructional time, as fixed by the local school board for each school in the school district. The school board shall review and approve instructional time for each school in the school district annually prior to the beginning of the school year.

Each of the following shall constitute an excused absence:

1. Illness or injury which prevents the student from being physically able to attend school.
2. When isolation is ordered by the county health officer, the State Board of Health, or appropriate school official.
3. Death or serious illness of a member of the immediate family member, which includes grandparents, parents, brothers, sisters, stepbrothers, and stepsisters. The absences must be approved by the principal or his/her designee.
4. A medical or dental appointment documented with the proper excuse from the attending physician/dentist upon return to school.
5. Attendance at the proceeding of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
6. Observance of a religious event, with prior approval of the principal or his/her designee. (Approval should not be withheld unless, in the professional judgment of the principal or his/her designee, the extent of absence would adversely affect the student's education.)
7. Attendance at an authorized school activity with the prior approval of the principal or his/her designee.
8. Participation in a valid educational opportunity, such as travel including vacations or other family travel with prior approval of the principal or his/her designee.

• **Five (5) absences may be excused by a note from a parent/guardian.** Note must include student's legal name, date of absence, reason for absence, parent/guardian signature, and date note was written.

• **Any** additional absence after the five (5) excused by a parent/guardian note **must** be excused by a note from a doctor or other documentation excusing said absence.

• Any documentation being given for excuse of absence(s) **must** be submitted to the principal or his/her designee **within two (2) school days of returning to school**, unless granted an exception by the principal for extenuating circumstances.

• When a student has exceeded five (5) unexcused absences, the DeSoto County Attendance Officer shall be notified in writing within two (2) days by the school principal or his/her designee.

Truancy

"Compulsary-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. A "truant" student is a student who is absent without valid excuse as identified in Policy JBA, Compulsory School Attendance. Disciplinary action shall be taken against students who are truant. Continued truancy may lead to academic failure, placement in the alternative school program and/or suspension or expulsion from the regular and/or alternative school programs. Reports of truancy will be made in accordance with the MS Compulsory School Attendance Law (MS Code '37-13-91).

Make-up Work Policy

When a student is absent from school (excused or unexcused), **the number of days allowed to complete any require make-up work is commensurate with the number of days missed to a maximum of five (5) days.**

For example, if a student is absent from school for one (1) day, the student has one (1) day to complete the required make-up assignments. If the student is absent for five (5) days, he/she will have five (5) days to complete his/her make-up work. If the

student is absent for twelve (12) days, the student has five (5) days to complete the missed work. The principal has the discretion to allow additional time or limit the number of required assignments in extreme situations. It is the responsibility of the student to make an appointment with his/her teacher after school hours to make up missed tests.

Exemption Policy (Grades 9-12) Students in grades 9-12 may be exempt from end of course final exams for full credit and half credit courses if the following criteria are met: 1) The student has a ninety-five (95) or above semester/term average in the course; 2) The student has an eighty-five (85) or above semester average and does not have four (4) days/periods unexcused absences for final exams in full credit courses; 3) The student has an eighty-five or above semester average and does not have two (2) days/periods unexcused absences for final exams in half credit courses; 4) Student has not been assigned to an Alternative Learning Center (ALC) for more than five (5) days, has not been suspended and/or placed in the DeSoto County Alternative Center (DCAC) or the Juvenile Detention Center (JDC) at any time during the semester (August-December or January-May). 5) Excused absences will not impact course exemptions.

DISMISSALS FROM SCHOOL

Requests for early dismissal must be received prior to 2:20pm.

Requests for dismissal from school will be handled by the attendance clerk. Any student who desires to leave school for sickness or other emergencies **must** have a parent or guardian personally come to the school and check out a student. No student will be allowed to check out of school to work, check on a job, go to the post office, go to get lunch, or any other reason not considered an emergency. **Since dismissal constitutes an absence, it should be requested only in the case of extreme emergency.** All pupils dismissed because of an emergency will be sent home immediately or to a doctor only after parents have been notified. If the school is unable to contact either the student's parent or the emergency contact, the school reserves the right to take the pupil to a competent doctor or hospital.

SICKNESS

In case a student becomes too sick to attend class he/she may obtain permission from the principal and parent to go home. **No student will be allowed to leave until parent permission has been received by the attendance office.**

WITHDRAWALS

All students who plan to withdraw from school for any reason are to notify the Guidance Office of such plans, complete the necessary forms, and settle all obligations. This procedure is very important for the prompt transfer of records. Students that withdraw from school and owe fines must pay with cash only. No checks accepted.

Students transferring to the DeSoto County School District from another Mississippi school will be enrolled pending receipt of the cumulative record (which must be received within 30 calendar days from date request was mailed). If the Certificate of Compliance is not included and/or recorded on the record, the student will be dismissed until this form is presented to the principal.

VISITORS (JCCA)

Visitors with legitimate reasons for coming to the school are welcome in any of the DeSoto County District Schools. The following regulations shall be observed during the visitation:

1. All visitors must immediately report to the principal's office (including news media).
2. If the principal has any reason to question the legitimacy of the visit, the superintendent's office shall be consulted.
3. Teachers shall not be interrupted while teaching except for emergencies.
4. Pupils from other schools and pre-school children are not allowed unless specifically invited and pre-arranged through the principal's office.
5. News media must be granted permission by Community Relations before they enter a school campus or they will be considered trespassing and are subject to fines and/or arrest.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Education Rights Act (FERPA) provides students, parents and guardians with the right to inspect educational records pertaining to the individual student. Information from student directory will only be available to authorized officials within the district with a legitimate educational interest, as defined in **Board Policy JRA**. Information from student records is not available to any person outside the school district without the express written consent of the parents/guardians or eligible student (18 years or older), except to comply with a court order or subpoena, in cases where the safety of persons or property is involved.

ANTI-HARASSMENT POLICY

Students in the DeSoto County School District are to be protected from sexual harassment. This protection includes any combination of relationships including student to student, staff member or teacher to student or harassment from any adult or other student. It is the intent of the DeSoto Board of Education to maintain an environment free from sexual harassment of any kind. Therefore, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature amounting to or constituting harassment are prohibited.

The DeSoto County School District also affirms the concept of employee protection and therefore shall not tolerate verbal or physical conduct by any employee, male or female, which harasses, disrupts, or interferes with another's work performance or which creates an intimidating, offensive, or hostile environment.

Further, the DeSoto County School District prohibits sexual harassment of or by any student. This policy applies to conduct during and relating to school and school-sponsored activities. Sexual harassment is inappropriate behavior and offensive. Any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action up to and including expulsion. Any employee of the DeSoto County School District who has any inappropriate sexual behavior will not only be subject to punitive measures up to and including termination but also subject to prosecution in accordance with the Mississippi Codes referenced below.

LEGAL REF.: Ms Code § 97-5-24 (1994)
Ms Code § 97-29-3 (1980)

INTERNET SAFETY

It is the policy of DeSoto County Schools to prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; prevent unauthorized access and other unlawful online activity; prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and comply with Children's Protection Act [Pub. L. No 106-554 and 47 USC 254(H)]. Additional information found in Board Policy IFBGAA Internet and Computer Safety Policy.

DCS Student Use of Personal Electronic Devices

PURPOSE

DeSoto County Schools provides students access to our wireless network and the option of utilizing personal electronic devices as a means to enhance their education. Electronic devices have become a common means of communication and information access in today's society. It is also recognized that these devices can become distractions to the academic environment and therefore, negatively impact instruction. The district has created this policy to govern the possession and use of electronic devices on school premises, during school-sponsored or school-related events and on school transportation.

DEFINITIONS

1. Eligible Students: Students whose parent/guardian signs and agrees to the terms of the district's Student Use of Personal Electronic Devices User Agreement.
2. Electronic Device: An electronic device is defined as any device that a student is in possession of which electronically communicates, sends, receives, stores, reproduces or displays voice and/or text communication or data. These include, but are not limited to cellular phones, pagers, smart phones, music and media players, tablets, laptops, notebooks, netbooks, e-Readers, and iPods. The possession of an electronic device by a student on school property or while attending school-sponsored or school-related events is a privilege, not a right.
3. Unacceptable Electronic Devices: An unacceptable electronic device includes, but is not limited to, gaming devices or consoles, modems, routers, televisions or accessories.
4. Unauthorized Use: Unauthorized use of personal electronic devices includes, but is not limited to, the following:
 - a. Possessing, viewing, sending or sharing video or audio information having sexual, violent or threatening content on school grounds, school events or school buses shall be prohibited and may result in disciplinary action and/or confiscation of the personal device.
 - b. Transmitting school materials for unethical purposes such as cheating.
 - c. Any activity that may be in violation of a DeSoto County Schools policy and/or procedural directive.
 - d. Damaging, or attempting to damage the network, equipment, materials or data physically or electronically.
 - e. Accessing unauthorized district computers, networks and information systems.
 - f. Use of any electronic device that disrupts the instructional day.
5. Authorized Use: DCS shall permit student possession of personal electronic devices on all district property and at all district sponsored activities while the student is under the supervision of district staff. These devices shall be kept out of sight and

silenced or powered off during the instructional day unless otherwise permitted by district or school procedures.

POSSESSION AND USE

Students may possess and use electronic devices at school subject to the following:

1. **The student is using the device for an educational or instructional purpose with the teacher's permission and supervision.**
2. Electronic devices may be used for specific instructional activities at the discretion of the school building administrator.
3. Personally owned electronic devices used in school are not permitted to connect to the Internet through a 3G, 4G, or any other content service provider. Personally owned electronic devices must access the Internet via the district's content filtered wireless network.

PROHIBITIONS

1. Electronic devices shall not be used in any way that violates district policy or that threatens, humiliates, harasses, or intimidates school-related individuals, including students, employees, and visitors; or violates local, state, or federal law.
2. Use of electronic devices on school buses is prohibited.
3. Electronic devices may not be used during the administration of tests mandated by the Mississippi Assessment System, unless specifically allowed by law.
4. All notebooks, netbooks, and MacBooks must have antivirus software installed with updates activated, if applicable.
5. Streaming of any audio or video must be reserved for classroom activities only. Cloud-based music and videos personally owned by a student are not allowed.
6. Tech support will not be provided for student-owned devices.

CONFISCATION

Students are only allowed to use electronic devices as instructional aids with the teacher's permission and supervision. Unauthorized use of electronic devices disrupts the instructional program and distracts from the learning environment. The building administrator and his/her designee may seize electronic devices if they are used during times not permitted. If a student refuses to give his/her electronic device to the administrator or his/her designee upon request, this will be viewed as insubordination and the appropriate consequence will apply. Any technological device visible outside of the cafeteria is subject to confiscation.

POTENTIAL DISCIPLINARY ACTIONS

All violations will be subject to disciplinary actions for possession of electronic equipment/device as listed in School Board Policy JD (Student Discipline). A campus administrator, in the exercise of reasonable discretion in response to student behavior, abuse of the privilege, or other reasonable cause, may deny or cancel the privilege of possessing an electronic device.

SECURITY OF DEVICES

Students shall be personally responsible for the security of electronic devices brought to school. The school shall not assume responsibility for theft, loss, damage, or unauthorized calls made with an electronic device. If devices are loaned or borrowed and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s).

PROHIBITIONS ON AUDIO/VIDEO RECORDING

Camera, video or audio recording functions of electronic devices may pose threats to the personal privacy of individuals, exploit personal information, and/or compromise the integrity of educational programs. Accordingly, the use of the audio recording, video recording or camera functions of electronic devices is strictly prohibited on school premises at all times, unless teacher approval is given for specific instructional activities.

DeSoto County Schools Code of Discipline Board Policy JD (Student Discipline)

INTRODUCTION

The uniform Discipline Code of the DeSoto County Schools provides a uniform standard of conduct for all public school students. It describes inappropriate student behavior, ensures equal treatment for misconduct, and presets specific actions for remediating prohibited behaviors. The Code is based on the premise that rules must be enforced fairly, firmly and consistently and in a fashion equitable and just, while complying with state mandates and regulations. It recognizes that as students progress in school and

advance in age and maturity, they will assume greater responsibility for their actions. It is also recognized that differences in age and maturity require different types of disciplinary action. In this Code, discipline is defined as the implementation of and adherence to behavioral rules and regulations which will ensure an educational environment free of mental and physical hazards to students, teachers and staff. Such an environment is conducive to the practice of good citizenship and encourages learning. The enforcement of the Code will help ensure a safe and orderly school climate for students and staff alike.

Specific provisions of the Code include the following:

1. A parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools shall be responsible financially for his or her minor child’s destructive acts against school property or persons.
2. A parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools may be requested to appear at school by the school attendance officer or the principal, for a conference regarding the destructive acts of their child, or for any other discipline conference regarding the acts of the child.
3. Any parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools who refuses or willfully fails to attend such discipline conference specified in paragraph (2) of this section may be summoned by proper notification by the superintendent of schools or the school attendance officer and be required to attend such discipline conference.
4. A parent, guardian or custodian of a compulsory school age child enrolled in the DeSoto County Schools shall be responsible for any criminal fines brought against such student for unlawful activity occurring on school grounds or buses.
5. Any parent, guardian or custodian of a compulsory school age child who
 - a. fails to attend a discipline conference to which such parent, guardian or custodian has been summoned under the provisions of this section, or
 - b. refuses or willfully fails to perform any other duties imposed upon him or her under the law shall be guilty of a misdemeanor and, upon conviction shall be fined not to exceed an amount provided by law.
6. The DeSoto County Schools shall be entitled to recover damages in an amount not to exceed an amount as provided by law, plus necessary court costs, from the parents of any minor (7-17) who maliciously and willfully damages or destroys property belonging to this school district. However, this section shall not apply to parents whose parental control of such child has been removed by court order or decree.
7. As an alternative to suspension, a student may remain in school by having the parent, guardian or custodian, with the consent of the student’s teacher or teachers, attend class with the student for a period of time specifically agreed upon by the teacher and school principal. If the parent, guardian or custodian does not agree to attend class with the student or fails to attend class with the student, the student shall be suspended in accordance with this Code.

Acts of Misconduct

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

Level I

- 1 – 1 Tardiness
- 1 – 2 Running and/or making excessive noise in the hall or building
- 1 – 3 Inappropriate personal contact including but not limited to pushing and shoving, inappropriate gestures and public displays of affection, recklessness, or any inappropriate contact which does not result in physical harm, or any additional contact which the principal determines to be in this level.
- 1 – 4 In unauthorized area without pass (halls, etc.)
- 1 – 5 Dress code violation
- * 1 – 6 Displaying any behavior which is disruptive to the orderly process of education

Disciplinary Action

First Violation

Minimum: Teacher-Student Conference
 Maximum: Teacher-Student-Parent Conference

Repeated or Flagrant Violation

Minimum: Mandatory Student -Parent-Administrator Conference (Home Suspension)
 Maximum: Corporal Punishment, ALC, detention, and/or school suspension

* Students, who after having a student-teacher conference, a teacher-student-parent conference, home suspension, Teacher Support Team interventions, continue displaying behavior which is disruptive to the orderly process of education, can be suspended from school, pending a disciplinary hearing.

Level II

- * 2 – 1 Leaving the school grounds without permission
- * 2 – 2 Skipping class
- * 2 – 3 Insubordination- refusal to follow written or verbal school rules after receiving specific directions from a person in authority including, but not limited to breaking school or classroom rules, failure to respond to staff request, refusal to complete assigned task, or exhibiting disrespect towards adults
- * 2 – 4 Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. This includes the possession and/or use of any electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including but not limited to electronic cigarettes, vapes, vaporizers, cigars, pipes, hookahs or any electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device
- * 2 – 5 Exhibiting any hostile physical or verbal actions
- ** 2 – 6 Unauthorized and/or inappropriate use of electronic devices (as defined in Board Policy IJBA)
- 2 – 7 Cheating on tests or exams (The grade “0” will be assigned regardless of other punishment.)

Disciplinary Action

First Violation

Minimum: Administrator-Conference, ALC, mandatory student-parent-administrator conference, corporal punishment
Maximum: School suspension (one to three days)

Repeated or Flagrant Violation

Minimum: School suspension (three days)
Maximum: School suspension (three days) and/or ALC for up to ten (10) days and/or Teacher Support Team interventions

* Students who, after having a student-teacher conference, a teacher-student-parent conference, a mandatory student-parent-administrator conference, and Teacher Support Team interventions, continue displaying behavior which is disruptive to the orderly process of education, can be suspended from school, pending a disciplinary hearing.

ELECTRONIC DEVICES

The use of cell phones or other technological devices is prohibited during any statewide assessment. If an attempt is made to use a cell phone or other technological device during the test administration, the student’s test booklet and answer sheet will be taken up and invalidated by the test administrator. A test incident report will be completed.

Any device visible beyond the cafeteria is subject to confiscation.

** Additional disciplinary action for unauthorized use of personal electronic devices (as defined in Board Policy IJBA):

1st Offense—First offense will result in confiscation of the device with parental contact. The electronic device will be returned at the end of the school day to the student or his/her parent/guardian as determined by the building principal.

2nd Offense—Second offense will result in confiscation of the electronic device and a mandatory parent/administrator conference. The electronic device **will not** be returned directly to the student; parent/guardian must meet with a school-level administrator to collect the electronic device.

3rd Offense—Third offense will be considered repeated and/or flagrant and the penalty for such acts will be determined by the building administrator. The phone will be confiscated and penalties could include, but are not limited to the following:

- Check-in/Check-out procedures for the electronic device during the school day (1-10 days)
- ALC/In-School Suspension (1-3 days)

4th Offense—Fourth offense will result in school suspension (1-3 days), and a loss of electronic device privileges pending reinstatement by the building principal.

The school is not responsible for any loss of or damage to an electronic device confiscated by the school and stored according to the discipline policy.

SMOKING

The DeSoto County Board of Education bans the use of all tobacco products in all school buildings and property in the district and on all school vehicles by all persons at all times. **Tobacco products are defined as any substance that contains tobacco, including but not limited to, cigarettes, cigars, pipes, snuff, smoking tobacco, smokeless tobacco or electronic cigarettes.**

This ban extends to all employees, students, and patrons attending school-sponsored athletic events and meetings and to school-owned or operated vehicles and facilities. The board issues this ban in a sincere appeal to all employees, students and patrons to cooperate in helping to create within our facilities a truly healthy environment for all concerned.

The Federal code states that neither a person nor a federal agency shall permit smoking within any indoor facility owned or leased or contracted for and utilized by such person or agency for provision of routine or regular kindergarten, elementary, or secondary education or library services to children.

Any failure to comply with a prohibition in this section shall be in violation of this section and any person subject to such prohibition who commits such violation may be liable to the United States for a civil penalty in an amount not to exceed \$1,000 for each violation, or may be subject to an administrative compliance order, or both. Each day a violation continues shall constitute a separate violation. In the case of any civil penalty under this section, the total amount shall not exceed the amount of Federal funds received by such person for the fiscal year in which the continuing violations occurred.

* Students who, after having a student-teacher conference, a teacher-student-parent conference, a mandatory student-parent-administrator conference, and Teacher Support Team interventions, and a Functional Behavior Assessment, continue displaying behavior which is disruptive to the orderly process of education, can be suspended from school, pending a disciplinary hearing.

Level III

- 3 – 1 Fighting
- 3 – 2 Gambling
- * 3 – 3 Theft or possession of stolen property
- 3 – 4 Acts which threaten the safety and well-being of students and/or staff: engaging in any behavior (by word or act) that encourages, incites, or instigates threatening or aggressive acts which can create the risk of harm to another person.
- 3 – 5 Extortion- use of intimidation, coercion or force
- * 3 – 6 Vandalism of personal and/or school property
- 3 – 7 Using profane, obscene, indecent, immoral, or offensive language and/or gestures, and/or possession of obscene, indecent, immoral or offensive materials
- 3 – 8 Inappropriate sexual conduct, including unwelcomed sexual contact, indecent exposure, or transferring sexually suggestive images through personal electronic devices
- 3 – 9 Bullying (as defined in Board Policy JDDA)

Disciplinary Action

First Violation

Minimum: School suspension from one to three days, ALC, corporal punishment

Maximum: School suspension (three days), report to authorities when applicable

Repeated or Flagrant Violation

Minimum: School suspension (three days), ALC (ten days), and/or Levels 3-4 and 3-8 Teacher Support Team interventions

Maximum: School suspension (three days) and possible assignment to DeSoto County Alternative Center pending the results of a disciplinary hearing.

* For theft or vandalism restitution shall be made regardless of other punishment

Level IV

- 4 – 1 Possession, use or under the influence of alcohol, synthetic drugs, counterfeit drugs, illegal drugs, narcotics, controlled substance(s) or paraphernalia.
- 4 – 2 Assault on a student. Assault is defined as purposely or recklessly causing or attempting to cause bodily injury (including pain or discomfort) to another.
- 4 – 3 Assault on a school employee. Assault is defined as purposely or recklessly causing or attempting to cause bodily injury (including pain or discomfort) to another.
- 4 – 4 Directing profanity, vulgar or threatening language, and/or obscene gestures toward a staff member.

Any student in violation of the above shall be suspended by the principal for three days and ordered to appear for a disciplinary hearing before a District Hearing Officer.

Disciplinary Action

Minimum: Assignment to the DeSoto County Alternative Center and a report will be made to the appropriate law enforcement

authorities
Maximum: Expulsion

Level V

5 – 1 Possession and/or use of a weapon as defined in [MS CODE § 97-37-17. Weapons possession on educational property](#). The definition of weapon for the sake of this policy also includes any instrument used as a weapon which is capable of causing death or serious physical injury. Also, any toy or look-alike weapons that looks enough like an authentic weapon to be reasonably mistaken as authentic. Examples of weapons include, but are not limited to guns, rifles, pistols, toy guns, knives, toy knives, craft knives, utility tools, scissors, air or gas operated weapons, AirSoft pistols, BB guns, air rifle, air pistol, daggers, slingshots, razors, dynamite cartridges, bombs, grenades, mines, etc.

Disciplinary Action

Minimum: Possession other than gun will result in assignment to the DeSoto County Alternative Center and a report will be made to the appropriate law enforcement authorities

Maximum :Possession of a fire arm/gun or use of other weapon will result in expulsion from school for a period of not less than one year (under certain circumstances expulsion can be from the student's assigned school to the DeSoto County Alternative Center)

5 – 2 Sale or distribution, or conspiring to sell counterfeit drugs, synthetic drugs, illegal drugs/alcohol, narcotics or controlled substance(s)

Disciplinary Action

Minimum: Assignment to the DeSoto County Alternative Center and a report will be made to the appropriate law enforcement authorities

Maximum: Expulsion

5 – 3 Students are prohibited from wearing, displaying, or possessing in any manner on school property or at school-sponsored events clothing, apparel, accessories, drawings, or messages associated with any gang or social club that is associated with criminal activity, as defined by law enforcement agencies.

Disciplinary Action

Minimum: Mandatory student/parent/resource officer/administrator meeting to investigate situation and determine proper discipline consequence

Repeated: Assignment to the DeSoto County Alternative Center

Maximum: Expulsion for repeated violations and/or gang activity that includes but is not limited to:

- Acts which disrupt the process of orderly education
- Recruitment with use of intimidation
- Tagging or marking
- Assault
- Battery

5 – 4 Threats of violence or harm: Any spoken, written, gestured or electronically communicated threat that disrupts the educational environment of the school and/or suggest a student intends to cause bodily harm or carry out an act of violence against district property students, employees, or others (e.g. bomb threats, school shootings threats, etc.).

Disciplinary Action

Students found to have made threats of violence or harm against district property, students, employees or others will be subject to expulsion from school for a period of not less than one year (under certain circumstances expulsion can be from the student's assigned school to the Desoto County Alternative Center)

In addition to these penalties, provisions of the Mississippi Criminal Code are applicable to illegal behavior. Principals are required to report illegal activities to the police. Students committing any crime or involved with any criminal behavior are subject to arrest by local law enforcement.

The DeSoto County Board of Education permits individual schools to adopt additional regulations governing actions not covered by Conduct Code. However, such additional regulations may neither substitute for nor negate any of the provisions, in spirit or intent of the Conduct Code, and **must be approved in writing by the School Superintendent.**

DUE PROCESS

In cases where the imposition of punishment is for a suspension of three (3) days or less, the student will be orally informed of the charges lodged against him. The student shall have a right to respond and refute these charges. There may be a delay between the time that “notice” is given and the time of the parent/student right to respond. A parent will be notified of the suspension by telephone, if possible, and in writing. The student’s parent/guardian has a right to discuss this matter further and have the charge and punishment explained by the administration along with all other rights provided by board policy.

DISCIPLINARY HEARING

When a student appears before a disciplinary hearing, the student will be subject to additional punishment up to and including suspension of more than three (3) days, assignment to an alternative educational setting for more than ten (10) days, or an expulsion from school.

For additional information on due process and disciplinary hearings, please refer to Board Policy JDD – Disciplinary Procedures.

ALTERNATIVE PLACEMENT PROCEDURES

After a student is referred for consideration of placement at DeSoto County Alternative Center (DCAC), the District Review Board and Transition Team will determine appropriate placement for the student. Once a student is accepted into DCAC, the District Review Board and Transition Team will develop an Individualized Instruction Plan (IIP) for each student. The plan will follow the program and class schedule of the home school. DCAC follows the frameworks that are established by the state of Mississippi for the subject matter to be taught in each course. Certified personnel will send a daily feedback sheet home that requires a parent signature for all students attending DCAC.

An Individualized Education Plan (IEP) committee meets to determine every change of placement for our special education students. Students with special education rulings follow their IEP while at DCAC.

Parents are notified of the recommendation for placement at DCAC during the disciplinary hearing. The home school will contact the parent once acceptance is granted by the District Review Board. All parents and students will meet with a DCAC administrator to discuss the DCAC program and requirements. The minimum time that is required to complete DCAC is 30 school days, but the stay can be longer if the student does not progress properly.

The District Review Board consists of school-level administrators, district-level administrators, and counselors as determined by the Director of Pupil Services.

GANG POLICY

The DeSoto County School District prohibits gang activity, defined hereinafter. Students who engage in gang activity will be subject to discipline pursuant to the District’s Code of Discipline, up to and including possible expulsion.

A “gang” is defined as a group that initiates, advocates, or promotes illegal activities, activities that threaten the safety or wellbeing of persons or property on school grounds, or at supervised school functions, or activities that are harmful to the education process.

Prohibited “gang activity” includes, but is not limited to:

1. Soliciting students to become gang members;
2. Participating in gang initiation or other gang ceremonies;
3. Deliberately wearing, displaying, or possessing prohibited gang symbols;
4. Engaging in gang-related violence or threats of violence;
5. Threatening others, including threats by brandishing a weapon or a replica of a weapon on school campuses, or at supervised school functions; or

6. Engaging in any behavior undertaken in such a manner as to be reasonably likely to incite violence or endanger persons or property.

Prohibited “gang symbols” may include, any type of clothing decoration, jewelry, patches, bandanas, gang names, depiction of gang signs or symbols, and/or body signal/movement which is recognized as denoting a gang or is a sign, signal or movement utilized in connection with gang communications, including, but not limited to those appearing with the “Gang Awareness” pamphlet attached hereto as well as the additions thereto in the future. School officials will keep a booklet containing known “gang symbols” in each school office.

Students may be disciplined for engaging in any activity prohibited by this policy including the prohibited “gang activity” enumerated in the third paragraph hereof. District officials will cooperate with local law enforcement to provide the school with gang information to aid in the prevention of violence, gangs, and drugs in our schools. This information shall include, but is not limited to: gang names, colors, symbols, signals, and gestures associated with gangs (all of which are prohibited gang activity). School officials will publish notice of these prohibited names, signals, gestures, colors and symbols in the school office as made available by local police department and government authorities or otherwise made known to school officials. The school will continually update the information posted in the school office relating to prohibited gang symbols and gang activity. Notice of updated prohibited gang activity and/or gang symbols will be sent home with each student, said notice shall advise students that the prohibited gang activity and gang symbols has been updated with updates maintained in the school office and the District website.

Each school shall make regular announcements to the student body advising that gang activity and gang symbols are strictly prohibited.

Notwithstanding anything to the contrary contained herein, nothing herein prohibits the display of recognized religious symbols such as the Star of David or the Crescent or the Cross unless these or other religious symbols are altered or augmented in some way.

Notwithstanding anything to the contrary contained herein, wearing of clothing or particular colors in and of itself is not prohibited unless the clothing (color or otherwise) is worn in combination with other prohibited gang signs or symbols. The wearing or displaying in any manner of gang names however, is prohibited.

BULLYING

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

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

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

Furthermore, the DeSoto County School District defines “reasonable action” as promptly reporting the behavior to a teacher,

principal, counselor, or other school employee when subjected to bullying or harassing behavior.

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

COMPLAINTS OF BULLYING OR HARASSING BEHAVIOR

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

I. DEFINITIONS

Bullying or harassing behaviors 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.

II. PROCEDURES FOR PROCESSING A COMPLAINT

Any student, school employee, or volunteer who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student, school employee, or volunteer has been 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 after the alleged act or acts occurred. The school official shall complete a "Bullying/Harassing Behavior" complaint form which shall include the name of the reporting person, the specific nature and date of the misconduct, the name of the victim(s) of the misconduct, the names of any witnesses and any other information that would assist in the investigation of the complaint. The report shall be given promptly to the principal or superintendent who shall institute an immediate investigation. Complaints against the principal shall be made to the superintendent. The complaint shall be investigated promptly. Parents will be notified of the nature of any complaint involving their student. The District official will arrange such meetings as may be necessary withal concerned parties after the initial receipt of the complaint by the District.

TARDIES

STUDENTS ARE TO BE ON CAMPUS AT 7:35

- **All students are expected to have all necessary materials and report promptly to class.**
- 10th Tardy- The student will receive a disciplinary referral to the appropriate administrator and one to three (1-3) days of morning detention.
- 15th Tardy - The student will receive a disciplinary referral to the appropriate administrator and will receive one to three (1-3) days of Alternate Learning Center (ALC).
- 20th Tardy- The student will receive a disciplinary referral to the appropriate administrator, three (3) days of Alternate Learning Center (ALC) and loss of driving privileges for the remainder of the semester.
- 25th Tardy or more- Discretion of the principal that may include suspension or disciplinary hearing.

Tardies between Classes (Blocks 2-4)

- Teachers will mark the students tardy in PowerSchool for tardies.
- 3rd Tardy-The teacher will assign one (1) day of lunch detention for the student to complete and notify the parent of issue.
- 5th Tardy- The student will receive an office referral by the classroom teacher to the appropriate administrator which will result in one (1) day in the Alternate Learning Center (ALC).
- 8th Tardy - The student will receive an office referral by the classroom teacher to the appropriate administrator and will be assigned time for three (3) days.
- 10th Tardy or more- Discretion of the principal that may include suspension or disciplinary hearing.

DELIVERIES

The office will not accept deliveries of **food**, flowers, balloons, candy, or gifts of any nature for students. This includes all holidays

and birthdays.

DRESS CODE

Proper attire and grooming are deemed important to scholastic achievement and orderliness. The responsibility for the appearance of the students begins with the parents and the students themselves. Students' clothing, make-up, and hairstyles should reflect neatness, cleanliness, and self-respect so that the school is a desirable place in which to promote learning and character development.

It is virtually impossible to formulate a set of regulations that adequately covers every detail of proper grooming. Violations of the Dress Code will be dealt with in accordance with the DeSoto County Schools Code of Discipline. It will be treated as insubordination and will be handled as stated in the Code of Discipline of the DeSoto County Schools. Insubordination is a Level II violation.

First Violation: Administrator-Parent conference, mandatory parent meeting, ALC, or in-school suspension.

Second Violation: School suspension (three days)

Repeated Times: Suspension from school pending a disciplinary hearing

- 1) Hair must be neat, clean and worn in a manner that does not interfere with vision or cause a disruption in the classroom. **No combs, picks, or rollers will be allowed.**
- 2) T-shirts with sleeves, white or colored, are acceptable. Shirts must be properly closed, zipped or buttoned.
- 3) No article of clothing that pertains to or depicts the following will be acceptable:
 - a) Substances or activities illegal by law for minors, such as, alcohol, drugs, tobacco, gambling
 - b) Profane, suggestive or violent language
 - c) Derogatory symbols; remarks directed to any ethnic group
- 4) Sufficient underclothes must be worn appropriately and must not be exposed.
- 5) Tank tops, tube tops, muscle shirts, spaghetti straps, thin straps, or tops that expose the midriff, any part of the bust, excessive part of the back, are excessively tight or are distracting in class are not permitted. No slits in shirts are to be above the waistline of pants or skirts.
- 6) **Students in grades 6 thru 12 may wear walking shorts or Bermuda shorts that are knee length. They should not be excessively tight or baggy. Athletic shorts are NOT permitted unless they are a part of an approved gym class or athletic class/activity (meaning they may only be worn during the gym class or activity).**
- 7) Knee length dresses and skirts are allowed. No slits in these skirts or dresses above the knee caps are allowed.
- 8) No spandex articles of clothing are allowed.
- 9) Shoes must be worn at all times, and no house shoes are allowed. **Shoes with laces should be laced and tied.**
- 10) No visible tattoos will be allowed. Neither male nor female students will be permitted to wear rings and/or studs in their noses, tongues, or any exposed body parts other than the ear and appropriate rings on fingers.
- 11) Coaches, physical education classes or any organized athletics have the option to ban all jewelry due to safety reasons and/or violation of the Mississippi High School Activity Association regulations.
- 12) Sunglasses, other than prescription, must be removed when inside the building.
- 13) All pants must be worn fitted to the waist, at the waist, with or without a belt. Pants should fit appropriately. No baggy pants are allowed. No writing is to be on the seat of the pants, even the cheerleader and dance team uniforms.
- 14) **Leggings/jeggings/yoga pants are allowed when worn with a top that is at least mid-thigh.**
- 15) Pants must have NO exposed skin above the knee.
- 16) **Hats, caps, bandanas, sweatbands,** or other head coverings are not to be worn in the buildings or on the grounds of the school except for medical reasons as prescribed by a physician. Head coverings as part of a religious belief will be allowed if there is sufficient proof the student is a practicing member of the religious sect.
- 17) Specific outfits designated for extracurricular activities and decisions concerning any questionable clothing will be left to the

discretion of the principal.

18) **Local principals or their designee have the power and discretion to make all decisions on their campus.**

IF YOU THINK THERE MIGHT BE AN ISSUE, DO NOT WEAR IT.

MEDICATION POLICY

Administration of medication is foremost the responsibility of the parent/guardian. All medications that can be given outside of school hours without serious effects must be given before or after school. No narcotic pain medications will be given at school without prior authorization from the principal and/or Health Services Department at the Board of Education.

Medications will only be administered if

- a. A physician's order (a prescription label is considered an order) and medical authorization form signed by a parent/guardian is received at school including the child's name, name of medication needed, and time of administration.
- b. Prescription medication must be supplied in the bottle dispensed by the pharmacy with the following on the label before the school can accept it: child's name, name of medication, how often the medication is to be given, the dosage, and the date of expiration. Non-prescription medication must be in the original package and it is up to the school principal if it can be given with parent consent or parent consent plus a physician signature. The principal has the option of not allowing over the counter medication to be administered at their school.
- c. Medications will not be accepted in household containers, envelopes, baggies, etc.
- d. The first dose of any medication should be given at home in case there is an allergic reaction.
- e. No medication will be administered without written parent/guardian consent.

Students with **asthma** are allowed to keep their inhaler with them as long as they have an asthma medication permission form signed by their doctor and on file with the school, to be updated yearly.

Diabetic students should supply a diabetic care plan from their doctor to the school. Diabetic supplies are to be accessible to the student at all times. Principal's (or designee's) discretion as to where medications and supplies are to be stored.

Epipens are for severe allergic reactions. An EpiPen care plan should be sent to the parent/guardian for them to get their doctor to complete and send back to the school. Individual consideration will be given as to where the EpiPen should be stored.

Proper disposal of **unused or expired medications** is the responsibility of the parent/guardian. Parents should retrieve medications that are expired or unused within 30 days or it will be disposed of and documented by the designated person.

Schools **will not** provide medications to students.

Prescription drugs must be brought to the school responsible adult. A receiving form will be completed at that time.

All prescription drugs will be counted on a regular basis by two (2) designated staff members.

DISTRIBUTION OF MATERIALS THROUGH STUDENTS

The DeSoto County Schools shall not establish a public forum in order to use the time of the schools, the pupils, and the parents for non-school purposes. The distribution of outside materials and communications to the homes through the pupils shall be kept to a minimum and confined to sources dedicated to the interests of our students. All requests from groups or individuals to distribute materials in the community through pupils, will be denied with the exceptions of those listed in Board Policy JTC, Distribution of Materials Through Students.

TELEPHONE

Use of the telephone or personal cell phones is forbidden, except for emergencies. Permission to use it must be given by someone in authority. Phone messages will only be accepted from parents and/or legal guardians. **THE SCHOOL IS NOT RESPONSIBLE FOR DELIVERING MESSAGES TO STUDENTS UNLESS IT IS AN EMERGENCY.** Students should not make or receive calls on their personal cell phones unless it is an emergency and permission has been granted.

LOST AND FOUND

All articles found in the building or on the grounds of Hernando High will be turned in to the office, where they will be kept until claimed. Any person who has lost an article or possession should go to front desk and inquire about the lost item.

INTERRIGATIONS, SEARCHES, AND ARRESTS

Interviews

Principals or his/her representative in the schools of the DeSoto County School District may questions students regarding matters incident to school without limitations. The School Resource Officer (SRO) is an employee of either the DeSoto County Sheriff's Department or one of the city police departments. The SRO, present at the request of the school for the continued maintenance of safety and order, may assist with the interview as necessary regarding school related issues as determined by the principal or his/her representative, and parents will be contacted if the student is subsequently taken into custody or if the student is subject to disciplinary action.

Searches

School officials have the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter is detrimental health the health, safety, and welfare of the student(s). Items provided by the DeSoto County School District for storage (desk, lockers) or personal items are subject to its control and supervision. Students have no reasonable expectancy of privacy, and lockers, desks, vehicles, etc., may be inspected at any time with or without reason, or with or without notice, by school personnel.

Arrests

When a student is subject to arrest regarding incidents unrelated to the school, Board Policy JCAB will be followed. The principal or his/her representative shall cooperate with the law enforcement officer in locating the child within the school.

BUS CONDUCT

The DeSoto County School District Transportation Department operates as an extension of the school(s) and student conduct is governed accordingly. Students who do not conduct themselves properly are subject to disciplinary action in accordance with the DeSoto County School District policies. Punishments may include but are not limited to suspension and expulsion from school or from the bus for misconduct on the bus.

DeSoto County School District only transports students to his/her primary residence. Each parent/guardian upon enrollment is required to establish a primary residence based on the requirements for school admission list in the School Board Policy JBC. Busing is not provided to daycares, family daycare facilities, or the homes of extended family members or friends.

1. Responsibilities:

- A. Bus drivers and aides are responsible and authorized to maintain student order and discipline at all times.
- B. Principals are responsible and authorized to administer any and all necessary student discipline. Principals shall also ensure that all bus rules are communicated to eligible riders.
- C. Students have the responsibility to obey all policies and procedures established by the DeSoto County Board of Education, their respective schools and the Transportation Department while waiting for, boarding, riding or off-loading a DeSoto County School Bus.
- D. The Transportation Department shall post rules clearly on every school bus and shall include but not be limited by the rules listed below.

2. Rules of Conduct

- A. Be waiting at your stop 5 minutes early.
- B. If you need to cross the street, wait for traffic to stop; driver will motion to you when it is safe to pass in front of the bus to load or unload.
- C. Obey the bus driver
- D. No unauthorized items on bus. (No weapons, tobacco, combustibles, pets, large items, etc.)
- E. Be nice and courteous.
- F. Keep the bus clean.
- G. No profanity and no fighting.
- H. Keep hands and head inside of bus.
- I. Do not throw anything, anywhere.
- J. Stay in your seat. Driver may assign seats.
- K. No eating or drinking.
- L. Damage to bus interior may result in student paying for damage.
- M. Emergency door/windows may only be opened in case of emergency.
- N. Do not distract or bother the driver through loud talking or misbehavior.
- O. Report any problems you may have to the bus driver as soon as possible.
- P. School District and drivers are not responsible for articles left on the bus.

- Q. Use or possession of gang graffiti, gang drawings, gang writings, gang dress, or gang activity of any kind may result in expulsion from school.

AUTOMOBILE USE

PARKING/ARRIVAL/DEPARTURE

Driving on school roads and parking on school property is a courtesy offered to students and others by the DeSoto County School Board. The parking facilities located at the various school district buildings are not public parking areas and are to be used for school purposes only. School purposes include attendance at school activities or other school-authorized activities which occur before or after the regular school day. Vehicles are subject to the search policy.

1. Any vehicle parked on campus during the school day must be registered in the office. Students should complete an application and purchase a parking tag. Parking tag will identify the student's assigned parking spot. If unable to park in assigned spot, please notify the office.
2. The cost of a HHS parking tag is \$5.00. Parking tags must be displayed at all times from the rearview mirror. If a parking tag is lost, a replacement must be purchased at a cost of \$5.00.
3. **All parking at the front of the building is reserved for faculty/staff/visitors. (Visitors report to main office.)**
4. Loud music or music containing profane, obscene, or offensive language will not be permitted on campus.
5. Upon arrival to campus in the morning, students must leave his or her vehicle immediately and come into the building. **No student may return to the parking lot at any time during the day without prior permission from an administrator and must check out/in with the office.**
6. In the afternoon, students must (1) use the proper exit lanes, (2) not break the exit lines, and (3) may not drive on the North side of the building.
7. Vehicles must be driven safely and responsibly at all times or be subject to discipline action.
8. Drivers must possess a valid driver's license while driving on campus.
9. **If a student receives 10 TARDIES to first period during a 9 weeks, driving privileges may be revoked for a period of time determined by the administration.**
10. If a student receives multiple DISCIPLINE REFERRALS to the office during one semester, driving privileges may be revoked for a period of time determined by the administration. **This includes skipping class or school.**
11. Students should enter and exit through the west driveway at all times. Parents dropping off students should enter through the west driveway and exit through the east driveway. HHS is not responsible for students dropped off at the school before 7:00.
12. Reckless driving on campus or on streets adjacent to the school is prohibited and subject to discipline action. The campus is considered closed to traffic during the day; this specifically included the roads used by buses to load and unload student passengers. Any student wanting to leave campus during the school day with his/her vehicle must first get permission from the attendance office. Operating a vehicle with persons standing or clinging on the outside is prohibited. **THE MAXIMUM SPEED IN THE SCHOOL PARKING LOT IS 5 MILES PER HOUR. MAXIMUM SPEED LIMIT ON DILWORTH AND MCINGVALE IS 15 MILES PER HOUR DURING SCHOOL HOURS.**
13. Staff parking is reserved for staff members only. Parking by students in this area is a violation of school rules and subject to discipline action.
14. All cars should be locked with windows rolled up to protect their contents.
15. All students should be off campus by 3:30 unless involved in a teacher-supervised activity.

EMERGENCY DRILLS

Each building principal in the DeSoto County School System shall be responsible for having a sufficient number and frequency of emergency drills to ensure that students and staff are prepared to react in the face of emergencies or disasters. These possible situations include not only natural disasters such as tornado, earthquake, flood or fire, but also training and instruction should be given on how to respond in the event of a terrorist attack. Bomb threat, intruder in the building or possible exposure to hazardous biological or chemical materials. The principal may include drills, simulations, and presentations from preparedness agencies and emergency responders to the extent needed for the safety of the students and staff in his/her building.

DeSoto County Schools Virtual Instructional Program (VIP) Expectations and Requirements

**All DeSoto County school board policies apply to students in the Virtual Instructional Program (VIP). The purpose of this document is not to nullify or replace any school board approved policy. The purpose of this document is to clarify expectations and requirements for students and guardians while students are in the VIP.*

- Students/guardians understand a reliable internet connection and a device with a larger screen are requirements to complete and submit assignments in the VIP. District officials will work with families who have indicated that they do not have a device available to access Schoology. There is a non-refundable \$25 fee to rent a district device unless the student qualifies for free or reduced lunch in which case the fee can be waived if requested by the guardian. The acceptable device policy discusses fees, stolen or damaged equipment. The policy is located here... <https://desoto.msba.org/DistrictPolicies/ViewsAdmin/SelectedDocumentReadOnly/tabid/8412/Default.aspx?docId=275170>. Violations could result in removal from the program and possible prosecution in accordance with law. It is the family's responsibility to be sure they have reliable internet in order to be part of this program.
- Students/guardians are not allowed to record, publish, photograph, stream, post to a third party site, sell, duplicate or share anything posted on or within the Schoology platform, either by Schoology or DeSoto County Schools. Violations could result in removal from the program and possible prosecution in accordance with law.
- Students/guardians will follow the Schoology terms of use located here... <https://www.schoology.com/terms-of-use>. Violations could result in removal from the program and possible prosecution in accordance with law.
- Students/guardians understand students enrolled in the VIP will be required to participate in assessments, consisting of class assignments, district assessments, and/or state assessments. Some of the state assessments could be required for promotion and/or graduation by state law/policy, such as is the case for all 3rd grade students and high school students enrolled in Algebra I, English II, Biology I or U.S. History. In addition, all students in kindergarten and grades 4-8 are required to take a state assessment by federal and/or state law, along with all English Learner students in all grades. These state assessments will require the student to take the assessment at the school building. School officials will work with the guardian regarding testing plans at the appropriate time.
- Students/guardians understand some programs, such as English Learners, Special Education and 504, are services written for a traditional setting. Some services and accommodations may not be appropriate or feasible in the VIP.
- Students/guardians understand DeSoto County Schools staff will not be available for direct communication or instruction outside of school hours on school days.
- Students/guardians understand the Mississippi Department of Education requires 240 minutes of daily instruction for all students, including those in a distance-learning program. This could include recorded or live teaching from the classroom teacher,

instructional videos, tasks, assignments, and/or activities. The mode of instruction will vary by school, grade level and/or course.

- Students/guardians understand students in the VIP follow the same grading policy as students in the traditional setting.
- Students/guardians understand attendance is marked daily with completed assignments and weekly interaction with the teacher. Compulsory school attendance applies to the students in VIP, just as it does with traditional students.
- Students/guardians understand that the same attendance guidelines apply to both VIP students and students in a traditional setting at the beginning of the school year. If a student in the traditional setting does not report to school in the first 3 days of the school year, he/she is automatically withdrawn from school. The same applies to VIP students. If a VIP student does not engage in online learning within the first 3 days of school, he/she will be removed from the program and withdrawn from school.
- Students/guardians understand it is the enrolled student who will complete his/her assigned work, just as students in the traditional setting. Students/guardians must follow the guidelines presented by the teacher for each assignment. Violations could result in removal from the program.
- Student/guardians understand they will use Schoology to post all completed assignments in order to be graded.
- Students/guardians understand each student enrolled in the VIP program is responsible for having and using the same materials as traditional students. School supply lists can be found on each school's website.
- Students/guardians understand students enrolled in the VIP are unable to participate in extracurricular activities and/or Career Tech.
- Students/guardians understand enrollment in the VIP program will automatically be renewed each nine weeks. Guardians can request to remove the student from the program by emailing distancelearning@dcsms.org. Removal from the program can occur at the end of a nine weeks grading period simply by request. If there is a new emergency family situation before the end of the nine weeks, a request for removal from the program can be made by completing the Early Request for VIP Status Change form. This form will not be available until August 19th. A Review Board will evaluate all forms completed before the end of a nine weeks grading period due to a new emergency family situation after August 19th. The Review Board will evaluate these requests periodically.

**By accepting enrollment into the Virtual Instructional Program, you are agreeing to all of the above statements. If you do not agree to any or all of the above statements, please email distancelearning@dcsms.org to remove your student from the program. This must occur by July 31st at 12 P.M. After this deadline, DeSoto County Schools will complete enrollment for your student in the Virtual Instructional Program for the first nine weeks grading period.*